

# How to Apply for Financial Aid

## Loan and Grants for 2008-2009

### Steps for Applying for Grants:

- 1.) Go to the Website [www.pin.ed.gov](http://www.pin.ed.gov) and apply for a pin number. This pin number will be used to electronically sign your Free Application for Federal Student Aid (FAFSA). The FAFSA is used to determine what you will qualify for.
- 2.) Go to the Website [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and complete the FAFSA online application. You will need a copy of your (and your parent's if you are dependant\*) 2007 federal tax returns. This application will be evaluated by the Department of Education. Within three to five days an electronic student aid report will be sent to the Financial Aid Department at Pellissippi State.
- 3.) Once we receive the student aid report we will evaluate it and determine if your application has been selected for "verification." If your application is selected for verification, we will notify you by mail that certain documents will need to be provided to the Financial Aid Department. Those documents could include: copies of federal tax returns, verification worksheets, and so on.
- 4.) If your application has not been selected for verification or if it has and you have provided us with all the necessary documentation, we will determine if you qualify for grants. We will send you a letter in the mail informing you about what grants, if any, you qualify for. If you do not qualify for any grants, we will also send a letter letting you know.

### Steps for Applying for a Student Loan:

- 1.) If you want to apply for a student loan, you will first need to complete the FAFSA online. Again, if it is selected for verification you will need to provide the Financial Aid Department with certain documents. You must be taking at least six credit hours to apply for a student loan. For more information on the federal student loan program go to our website at [http://www.pstcc.edu/departments/financial\\_aid/loans.htm](http://www.pstcc.edu/departments/financial_aid/loans.htm)
- 2.) The first step to apply for a student loan is to complete the "Loan Request Form." You can download this form from our website or come into the financial aid office and get a paper copy. Once you complete this form, you must turn it back into the financial aid office.
- 3.) You will then need to electronically sign your promissory note. We no longer accept paper applications. Your student loan promissory note can be completed online by going to <https://cliplink.guarantec.com/esign/> and following the directions.

- 4.) Once you have electronically signed your promissory note, you will need to complete "Entrance Counseling." The entrance counseling will go into detail about your student loan and cover topics such as your rights and responsibilities, repayment options, and so on. To complete entrance counseling, go to <http://mapping-your-future.org/oslc/index.cfm?act=Intro&OslcTypeID=1> and follow the directions.
- 5.) We will let you know by mail if your student loan application was approved or denied.

**Please answer the following questions to determine your dependency status**

- 1) Were you born before January 1, 1985?
- 2) At the beginning of the 2008-09 year, will you be working on a master's or doctorate program?
- 3) As of today, are you married?
- 4) Do you have dependents other than your children/spouse who live with you and who receive more than half of their support from you, now and through June 30, 2009?
- 5) Are both of your parents deceased, or are you (or were you until age 18) a ward/dependent of the court?
- 6) Are you a veteran of the U.S. Armed Forces?
- 7) Do you have children who receive more than half of their support from you?

If you answered "No" to all of the above questions, you are considered dependant. You will need your 2007 federal taxes and your parents 2007 federal taxes to complete the FAFSA.

If you answered "Yes" to one or more the above questions, you are considered independent and will only use your 2007 federal taxes (and your wife's or husband's if you are married) to complete the FAFSA.