



## HOW TO APPLY FOR FINANCIAL AID AT SIMMONS COLLEGE GRADUATE STUDENTS 2008 - 2009

### TO BE ELIGIBLE FOR FINANCIAL AID YOU MUST BE:

- Accepted to a graduate program at Simmons College
- Enrolled at least half-time (**five** credit hours) per semester
- Not in default on a Federal Stafford or Perkins Loan or need to pay a federal grant overpayment
- A U.S. citizen or eligible non-citizen

### A complete application includes:

- 1) 2008 – 2009 Free Application for Federal Student Aid (FAFSA)
  - <http://www.fafsa.ed.gov>
  - Simmons Federal School Code: 002208
- 2) 2008 – 2009 Supplemental Information Form for Graduate Students
  - <http://my.simmons.edu/services/sfs/resources/forms.shtml>

### FINANCIAL AID APPLICATION TIMEFRAMES

New students should submit their application for financial aid concurrently with their application for admission. Returning students should submit their application for financial aid as soon after January 1, 2008 as possible. Awards will be mailed in correlation to program start and enrollment dates.

### 2008 – 2009 FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

The FAFSA can be filed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or by paper application with the Federal processor. The Office of Student Financial Services encourages all applicants to complete the application online. Applications completed online are often more accurate and are processed much more quickly than paper applications.

An electronic FAFSA must be signed electronically using a U.S. Department of Education Personal Identification Number (PIN). If you do not already have a PIN, you can apply for one now at [www.pin.ed.gov](http://www.pin.ed.gov).

Returning Students: Students who filed a FAFSA in 2007-08 will be able to complete a Renewal FAFSA online using the PIN they received in prior years. If necessary, a duplicate PIN can be requested online at <http://www.pin.ed.gov>.

## **STUDENTS SELECTED FOR VERIFICATION**

Some students may be chosen by the U.S. Department of Education (DOE) for verification of the information they submitted on the FAFSA. If you are chosen for verification, your Student Aid Report from the DOE will indicate that the Simmons Office of Student Financial Services will be requesting additional information from you.

- Complete the Simmons College Verification Worksheet. This worksheet can be downloaded from the Simmons College website at <http://my.simmons.edu/services/sfs>.
- A signed copy of the student's 2007 federal tax return including all pages, schedules, and W-2 forms must be submitted to the Office of Student Financial Services. Additionally, married students filing separate tax returns must also submit a signed copy of their spouse's federal tax return and W-2s. If you were not required to file a 2007 federal tax return, you must complete a non-filer form. Non-filer forms are available from the Office of Student Financial services and on our website. Your financial aid award will not be completed until the Office of Student Financial Services has received the signed copy of your 2007 Federal income tax return and has reviewed your completed application.

## **IMPORTANT REMINDERS FOR APPLYING FOR FINANCIAL AID**

- The student's name and Social Security number must be included on the FAFSA, and on all application materials submitted to the Simmons Office of Student Financial Services. Please check these items before mailing, and keep copies of each form for your records.
- If tax information is still incomplete when completing the FAFSA, please estimate these figures as accurately as possible. Discrepancies between estimated and actual tax information can be resolved when the application is reviewed.
- If the priority receipt date has passed, please submit the appropriate forms as soon as possible so that we may review your financial aid application and minimize any delay in completing your financial aid award.
- We require that you notify our office in writing immediately if your enrollment changes from what you report on the Simmons Supplemental Information Form. A change in credit hours may result in a change to your financial aid eligibility.
- Remember that the FAFSA is free! You never need to pay to apply for federal student aid. Free help in filing the FAFSA is available at 800-4-FED-AID (800-433-3243).
- For more information about the FAFSA, call 800-4-FED-AID or TTY (800-730-8913) for the hearing impaired. You can also go to [www.studentaid.ed.gov](http://www.studentaid.ed.gov) for more information about the federal student aid programs.