



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

TO BE ELIGIBLE FOR FINANCIAL AID YOU MUST BE:

- Currently enrolled in a degree seeking program
- Enrolled at least half-time (six 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
- Maintaining Satisfactory Academic Progress

A complete application includes:

- 2008-2009 Free Application for Federal Student Aid (FAFSA)
 - <http://www.fafsa.ed.gov>
 - Simmons Federal School Code: 002208

THE APPLICATION PRIORITY RECEIPT DATE IS MARCH 1, 2008

Please pay close attention to the deadline. Applications that become complete after the priority receipt date will be reviewed for financial aid. However, late filing may result in a delay in the processing of your award. If an application is received significantly after the priority receipt date, it may also jeopardize receipt of some funds, regardless of eligibility.

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

The FAFSA should be completed on or before **February 15, 2008** in order to be received at Simmons by **March 1, 2008**. The FAFSA can be filed online at 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.

Electronic FAFSAs 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. Be sure to maintain a copy of this PIN for your records. You will need to use it to make changes to your FAFSA, or to file again in future years. If you are a dependent student, your parents should also apply for a PIN so they can electronically sign your FAFSA.

Transfer Students and Continuing 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>. Be sure to maintain a copy of this PIN for your records. You may need to use it again to update your FAFSA or file applications in future years.

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 (SAR) 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>.
- Student – 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 the Simmons website. Your financial aid award will be considered an “estimated award” 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.
- Parents – For students who provided parental information on their FAFSA, a signed copy of their parents’ 2007 federal tax returns including all pages, schedules, and W-2 forms must be submitted to the Office of Student Financial Services. If the parents were not required to file a 2007 federal tax return, they must complete a non-filer form. Non-filer forms are available from the Office of Student Financial services and on our website. The student’s financial aid award will be considered an “estimated award” until the Office of Student Financial Services has received the signed copy of the parents’ 2007 federal income tax returns and has reviewed the student’s completed application.

IMPORTANT REMINDERS WHEN 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. 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 for more information about the federal student aid programs.