

GRCC FAFSA Instructions 2018-19

(For Fall 2018, Winter 2019 and Summer 2019)

What You Need to Complete FAFSA

1. Do you have a Federal Student Aid (FSA) ID?

- If **YES**, log in to www.fafsa.gov and complete the FAFSA application for 2018-19.
- If **NO**, log in to fsaid.ed.gov.
 - Click on the link to create a FSA ID.
 - If you are a dependent student, both you and your parent will need a FSA ID.

2. What Information do you need to complete the FAFSA?

Independent Students*

- 2016 Federal tax information
- 2016 W-2 forms
- Amounts of any untaxed monies received in 2016

Dependent Students*

- 2016 Federal tax information for student and parent(s)
- Social security number and date of birth for parent(s)
- 2016 W-2 forms for student and parent(s)
- Untaxed monies received in 2016 by student and/or parent(s)

***Note:** You are considered an **Independent Student** if:

- You were born before January 1, 1995.
- You are married.
- You are a veteran of active duty military service.
- You have children **who live with you** and for whom you provide more than 50 percent of their support.
- You were determined by a court of law as under legal guardianship by someone other than your parents at the time you reached 18 years old.
- At any time since you turned age 13, your parents were deceased, or you were in foster care, or you were a ward of the court (we may ask you to document any of these circumstances).
- If none of these circumstances apply to you, for purposes of Federal Student Aid, you will be considered a **Dependent Student** and will be asked to provide parent information in your FAFSA. Note that not living with your parents does not make you an independent student for purposes of Federal Student Aid.

Instructions

3. Completing the FAFSA:

- Locate Internet access where you may be logged on for approximately 30-60 minutes (library, Internet café or home computer).
- If you have questions while filing the FAFSA, you may call the FAFSA processing hotline at (800) 433-3243.
- Be sure you have all the information needed with you to complete the FAFSA online.
- Go to www.fafsa.gov.
- Select [Start a New FAFSA](#) if you are new to the FAFSA, or [Login](#) if you are a returning user.
- Select [2018-19](#).
- Follow the instructions online to complete the FAFSA.
 - We strongly recommend you use the IRS Data Retrieval option when completing the financial section of the FAFSA, for both student and parent.
 - Make sure your name and social security number are the same as on your social security card AND on record with Grand Rapids Community College.
- GRCC school code is **002267**.
- Application processing time:
 - Signed with a FSA ID – 10-14 days.
 - Signed by printing and mailing a signature page – four weeks.

Next Steps

4. Log in frequently to your Online Center at grcc.edu/studentcenter.

- Select [My Financial Aid](#) page for progress updates
- Select [Online Center](#) to monitor your [To Do List](#) and take action on any necessary items.