



2012-2013 Financial Aid Checklist

www.jcjc.edu/financialaid/ • JCJC School Code: 002411

The priority date to complete the FAFSA and submit all required paperwork is **April 2, 2012**.

_____ 1. **Apply for admission to JCJC.**

All applicants must meet admission requirements to receive financial assistance. All previously attended accredited college transcripts must be submitted for financial aid purposes. *(Students must be admitted and currently enrolled in a degree-granting or certificate program.)*

_____ 2. **Complete the 2012 - 2013 Free Application for Federal Student Aid (FAFSA).**

Step 1 - Apply for a Personal Identification Number (PIN) at (www.pin.ed.gov).

All students must obtain a PIN. In addition, if the student is dependent, one parent must also obtain a PIN. The PIN can be used for subsequent school years.

Step 2 - If you do not have a FAFSA on the Web Pre-Application Worksheet, download and print the worksheet at (www.fafsa.gov). Fill out the worksheet based on 2011 tax documents.

Step 3 - Complete the online FAFSA application at (www.fafsa.gov). Include JCJC's school code - 002411.

_____ 3. **Waiting period.**

The federal processor sends results to JCJC if the school code is listed on the FAFSA. A Student Aid Report (SAR) is also emailed to the student. Review the SAR for accuracy and be sure JCJC is listed as a college to receive your information.

_____ 4. **Respond promptly to the JCJC Financial Aid Office (FAO).**

If additional information is needed, the student will receive a letter from the FAO indicating the item(s) needed. Submit the requested information as soon as possible. *(The priority date for Fall 2012/Spring 2013 financial aid paperwork is April 2, 2012. Paperwork received after the priority date may not be completed by the beginning of the Fall semester.)*

_____ 5. **To determine if a file is complete.**

An award notification letter indicating the type of aid and amount awarded will be mailed to the student. The student should sign and return one copy to the FAO accepting or declining the award. (Students can log in the JCPortal to check their financial aid status. Other grants and scholarships can also be viewed.)

_____ 6. **Maintain Satisfactory Academic Progress (SAP).**

Students receiving any form of financial aid from JCJC will be expected to maintain satisfactory academic progress toward their degree objective.

_____ 7. **Need additional information.**

Please visit www.jcjc.edu/financialaid/ or contact 601.477.4040.