Financial Aid Process

4-6 weeks

STEP 1

- Pick up Financial Aid Packet from the Financial Aid office or apply online at: http://www.fafsa.ed.gov
- Complete "Free Application for Federal Student Aid" (FAFSA).
- Enter code 014458 in **Step 6** on the FAFSA or **Step 8** on the on-line FAFSA
- Mail to Processing Center in envelope provided in FAFSA booklet (or apply online).

Priority filing due date for 2009-10 academic year was March 2, 2009. "Final" deadline is May, 2010

STEP 2

- Your Student Aid Report (SAR) is sent to you from the Processing Center (and one to each college you listed).
- Complete the Financial Aid Data Sheet (available on the Mission College/Financial Aid website) and take it to the Financial Aid Office.

If you have not received your SAR after 6 weeks, Call 1-800-433-3243.

STEP 3

- Financial Aid Office receives your FAFSA data electronically from the Federal Processing Center.
- Financial Aid Office begins your student file.

4 weeks

STEP 4

- Financial Aid Office sends you a letter if additional documents or corrections are required.
- Your file is updated.

It is in your best interest to respond immediately so processing can continue.

Process takes longer if you applied after March 2, 2009

The Financial Aid process time is approximate.
The entire process can take four months or longer.
If you need additional information, go to the Financial Aid Office or call the Financial Aid Office at 408 855-5065.

STEP 5

- Take all requested documents (completed in full in ink) to Financial Aid Office.
- All documents are entered into the computer.
- Your file is sent to an advisor for review.

Sometimes additional documents or corrections are needed.

2 weeks

STEP 6

- If your file passes advisor review, financial aid is awarded.

2-3 weeks

STEP 7

- Financial Aid Office sends you a letter.
- If eligible, an Award letter is sent.

2-3 weeks

STEP 8

If there is a credit balance on the student's account, a financial aid check, or checks, are mailed to yu from the District Finance Office.

First disbursement is not mailed until the first day of instruction (or 5 to 7 days after awarded).

If a "hold" has been placed on your file, the check is not mailed. Instead, you will receive a letter with instructions of what to do.