



Financial Aid Checklist

2024-2025 Academic Year



The FAFSA (Free Application for Federal Student Aid) will open sometime in **December 2023** at www.studentaid.gov.

- ☐ Students must apply for admission to Highland Community College and submit all transcripts:
 - Official high school/Home school/GED transcript
 - All official prior college transcripts
- ☐ Using your legal name, apply for your Studentaid.gov Account (FSA ID) at www.studentaid.gov.
 - The Applicant (student) and a Contributor (parent or student spouse) must each create their own Studentaid.gov account.
 - If parents filed the 2022 income tax return as Married Filing Separately, each parent will have to create an FSA ID to give consent to retrieve tax return information.
 - If you are completing the FAFSA for the first time, click on “Create Account.”
 - If you’ve applied for federal financial aid before, click on “Log In.”
 - Parents who have previously done a FAFSA will use the same Studentaid.gov account (FSA ID) for all their children.
 - If you’ve forgotten your user name or password, click on “Forgot My Username” or “Forgot My Password” and follow the prompts.
- ☐ Information needed to properly fill out the FAFSA:
 - The **2022** tax return of the student and parent(s)
 - Total current amount of cash, savings, checking accounts and net worth of Investments, Businesses, Farms, Real Estate (excluding home in which the student lives)
 - Amount of Child Support received in the last completed calendar year
- ☐ Tips for filling out the FAFSA:
 - **The Student must begin the FAFSA then invite their parents or spouse to contribute to the form.** Parent or spouse will receive the invitation via the email address provided on the FAFSA.
 - If the student’s parents are divorced, the parent who provided the most financial support in the last calendar year must be the parent on the FAFSA.
 - Once the student submits their portion, then the parent may complete and submit their portion.
 - 2022 income tax information will be automatically retrieved through the IRS Direct Data Exchange.
 - Students and Contributors must consent to retrieve and disclose federal tax information from the IRS.
 - If consent is not granted, the student will not be eligible for federal student aid.
 - Add the school: Highland Community College School Code: 001921
 - If you have technical issues with the FAFSA website, contact them directly at 1-800-433-3243.
- ☐ Once we receive your FAFSA, we will review it for any potential issues and will mail to you a Missing Information letter which will explain what is needed.
- ☐ Once all processes are complete, you will receive a mailed Financial Aid Offer. It will list all federal aid you are eligible to receive. Review the offer, fill out the “School Copy,” including a hand-written signature, and return it to our office via mail, fax, or email.

Please contact Highland Community College’s financial aid office if you have questions.

HCC Financial Aid
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