Thank you for your interest in Perry Technical Institute. To be awarded financial aid you will need to begin by submitting your FAFSA application. The application can be completed online at http://www.fafsa.gov. If you need internet access, we have student computers available in our office for your financial aid use.

Steps to applying for financial aid at Perry Technical Institute

1. **Create an FSA ID**
   The FSA ID is a user name and password that confirms your identity. It is used to log in to the FAFSA and other U.S. Department of education websites. You can create an FSA ID by going to the FAFSA and clicking on the link to create an FSA ID or going to https://fsaid.ed.gov. Once the Social Security Administration confirms your identity you can begin using your FSA ID.

2. **Submit your FAFSA online at www.fafsa.gov**
   We begin awarding financial aid in the spring for the upcoming award year and applications are processed on a first come, first serve basis. Therefore, it is very important that you apply early, preferably six months before your start date. For each award year you will need to provide the previous year’s tax information. NOTE: We recommend choosing the “Link to IRS” option while completing this section.

<table>
<thead>
<tr>
<th>Start Date Between</th>
<th>FAFSA Award Year</th>
<th>Tax information to provide</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 15-June 30, 16</td>
<td>2015-2016</td>
<td>2014</td>
</tr>
<tr>
<td>Available January 1, 2016</td>
<td>2016-2017</td>
<td>2015</td>
</tr>
</tbody>
</table>

3. **Submit all additional documents that we may request**
   Your application will be received for review at our institution within 10 days. If any additional documentation is required, you will be notified at that time. Enrollment acceptance is a requirement, for financial aid processing.

4. **Review and sign award letter for the financial aid award year**
   After all required documents are submitted, your application will be processed. Processing takes longer during certain times of the year. You will be notified when your award letter is ready for your review.

5. **Complete Master Promissory and Department of Education Entrance Counseling**
   Login to www.studentloans.gov to complete both of these requirements. You will need your Social Security and PIN/FSA ID to login.
Here’s a checklist of the information you will need when filling out the FAFSA:

You should have the following information and documents with you as you fill out the Free Application for Federal Student Aid (FAFSA):

- Your Social Security number
- Your parent’s information if you are providing parental data*  
  - Social Security number  
  - Date of birth  
  - Current marital status and month/year status began
- Your driver’s license number if you have one
- Your Alien Registration Number if you are not a U.S. citizen
- Federal tax information or tax returns including IRS W-2 information, for you (and your spouse, if you are married), and for your parents if you are providing parent information  
  - If you have not yet filed an income tax return, complete and submit the FAFSA using estimated tax information  
  - Use income records for the year prior to the academic year for which you are applying
- Records of your untaxed income, such as child support received, interest income, and veterans non-education benefits, for you, and for your parents if you are providing parent information
- Additional financial information needed for you, and for your parents if you are providing parent information  
  - Cash, savings, and checking account balances  
  - Net worth of investments, including real estate but not including the home in which you live  
  - Net Worth of business and farm assets

*Not sure whether you will need to put your parents’ information on the FAFSA? Check out “Am I Dependent or Independent?” at www.studentaid.ed.gov/fafsa/filling-out/dependency or call 1.800.4-FED-AID (1.800.433.3243).

**If available, we recommend choosing the “Link to IRS” option.** This should allow for accurate information to be submitted and may greatly reduce the amount of time and effort needed to complete requirements for financial aid processing, awarding, and notification.

If you are selected for verification, we need copies of your-or your parents’, if applicable IRS Tax Return Transcript, W-2 forms, and other documentation. A copy of your Tax Return Transcript may be obtained by calling the IRS at 800.908.9946, requesting online at www.irs.gov/Individuals/Get-Transcript or visiting your local IRS office.

If you have any questions or need assistance, please call us at 509.453.0374 x5757 or email financialaid@perrytech.edu. Our office hours are Monday- Thursday from 6:30 a.m. -5:30 p.m.