

HELPFUL HINTS

FOR RETURNING STUDENTS APPLYING FOR FINANCIAL AID AT HOPE COLLEGE

FILE YOUR 2011-12 APPLICATIONS AFTER JANUARY 1, 2011

PRIORITY FILING DEADLINE IS MARCH 1, 2011

- **Complete the Hope SAF and the FAFSA at the same time** to ensure your answers are consistent.
- **BOTH THE STUDENT AND ONE PARENT MUST SIGN BOTH FORMS** (unless you file as a self-supporting student).

FILING YOUR 2011-12 FAFSA ONLINE

Submit your 2011-12 FAFSA online at www.fafsa.gov. Click on the "Start Here" button. Once logged in, be sure to select the 2011-12 FAFSA option.

You will be asked if you would like to have your application pre-filled with data from the previous year. If you agree, you will be presented with an application that includes selected data from your prior-year application. Verify that this pre-filled information is accurate and update as needed.

Important Note: You and one of your parents must both have a Federal PIN to submit the FAFSA online. The PIN serves as an electronic signature for you and your parent on the FAFSA. You are prompted to apply for a PIN if you do not have one.

Should you have any questions regarding the federal PIN, go to www.pin.ed.gov.

FAFSA CHECKLIST

- To file the FAFSA online, it's important to first complete the **FAFSA ON THE WEB WORKSHEET** available at www.fafsa.gov.
- Enter your name on the FAFSA as it appears on your Social Security Card. Correctly enter your Social Security Number and birth date. An incorrect number or date of birth causes the application to reject and delays processing.
- If possible, use finalized 2010 federal tax return information. If final figures are not available prior to March 1, use estimated figures when completing the FAFSA. Once the return is completed, you must review and correct your FAFSA information either online (at www.fafsa.gov) or use your yellow STUDENT AID REPORT (SAR). (If you provide a valid email address on your application, you will receive an electronic acknowledgement or eSAR. If you do not provide a valid email address, the processor will mail you a yellow paper SAR.)
- IRS Data Retrieval: After January 31, 2011, you may be able to transfer your 2010 tax information from the IRS (if you filed your taxes electronically more than two weeks prior or via the mail 6-8 weeks prior). The online FAFSA provides more information. This option may be most helpful when making corrections subsequent to filing your original FAFSA.
- In the "School Selection" section of the online FAFSA (or Step 6 of the paper FAFSA), list Hope's Federal School Code of **002273**.
- In this same "School Selection" section, list Hope College as the **ONLY** school to receive the FAFSA results. If you are a Michigan resident, this ensures you will receive state award consideration at Hope College.

CHECKLIST FOR Hope Supplemental Application for Financial Aid (SAF)

- Explain any special circumstances (i.e., loss of employment, loss of child support, unusual non-discretionary expenses, etc.) in Section D of the SAF.
- Carefully complete the family member grid, Section A-6, with the names of all members of the household reported on the FAFSA. For each family member, list the name of the college, university or elementary/secondary school that s/he will attend at least half-time in 2011-12 (if any). Designate elementary/secondary students as fulltime.
- In responding to SAF questions 8 through 13 and 15 through 26, enter a "0" if your answer is zero.

Note: If you submit **estimated tax return information on the FAFSA and SAF** and you later find that your actual tax return figures differ, correct your FAFSA information online at www.fafsa.gov. You may be able to transfer your 2010 Tax Information directly from the IRS to the online FAFSA. **DO NOT COMPLETE ANOTHER SAF.**