



Office of Student Financial Services

Office Hours: 9 a.m. – 2 p.m. Mondays, Thursdays, and Fridays
1 p.m. – 6:30 p.m. Tuesdays, and Wednesdays
Office Number: (718) 488-1037

**Applying for Financial Aid
Special Edition
2005-2006
Financial Aid News**
www.fafsa.ed.gov

Announcing the Financial Aid Application Process for 2005-2006:

To apply for financial aid, complete the Free Application for Federal Student Aid (FAFSA) or Renewal FAFSA.

Apply over the Internet www.fafsa.ed.gov. This application includes any of the following semesters:

Summer 2005 Fall 2005 Spring 2006

New Students – Secure a “PIN” (Personal Identification Number):

A “PIN” is a student’s official I.D. and is needed to:

- 1) Electronically Sign a FAFSA or Renewal FAFSA
- 2) Make Electronic Corrections to a FAFSA
- 3) Electronically Sign Loan Entrance and Exit Interviews
- 4) Electronically Sign Loan Promissory Notes

To apply for a “PIN” (for both a student and/or a parent) follow these easy steps:

1. Go to www.pin.ed.gov, click on “APPLY FOR A PIN”
2. Continue on until you see the “PIN Application Confirmation Page” – print this screen.
3. A “PIN” will be sent to you by mail or by e-mail by the Federal Government

Continuing Students – Reactivate Your PIN:

Click on “ACTIVATE MY PIN” at www.pin.ed.gov

Reminder: A PIN # is a valuable password to federal records. It should be protected.

The 2005-2006 Deadline Date for Campus-Based Financial Aid:

Continuing Students: March 15, 2005

In order to be considered for “campus-based” financial aid, continuing students must meet the March 15, 2005 deadline date. “Campus-based” financial aid includes *Federal SEOG, SDS Grants in Nursing and Pharmacy, Federal Work Study/America Reads, Federal Perkins Loans and Health Professions Student Loans*. This deadline date means that a finalized, complete FAFSA or Renewal FAFSA must be received by L.I.U.

If you miss this deadline date, you can still apply for a Federal Pell Grant, a Federal Direct Student Loan(s) or a N.Y. State TAP (until the end of April, 2006).

Entering Students - check with the Office of Student Financial Services for rolling deadline dates for the campus-based financial aid programs.

Hints on Completing the FAFSA or Renewal FAFSA:

- Absolutely get a PIN # before completing the electronic FAFSA
- Complete 2004 Federal Income Tax returns early and also urge parents to do so. If family income for 2004 was from non-taxable sources, provide the amount of annual benefits received in that year.
- L.I.U.’s Brooklyn Campus school code is **004779**
- To apply for Federal Work Study (FWS), America Reads or the Jump Start Program, answer “Yes” to item # 28.
- Students, who were single in 2004, but are now married and completing the FAFSA, must report spousal income.

IMPORTANT REMINDERS!

Generally, no items on the 2005-2006 FAFSA should be left blank. However, these questions are critical and **MUST NOT** be left blank or they will delay the processing of your FAFSA.

1. Question # 31 requires information on any convictions for possessing or selling of illegal drugs
2. For Questions # 57 through # 64 all dependent students must provide the last name, social security number, and date of birth of their parent(s)
3. All students should complete Worksheets A, B and C. If a question on the worksheet does not apply, put an amount of “0” (zero).
4. If prompted to complete asset questions for student or parent, answer these questions.
5. If you completed the FAFSA without an actual PIN, print out the “Signature Page,” sign it (and if dependent have a parent sign it), and mail it to the federal processor *immediately*.

Going to Summer School - SUMMER LOAN Information:

For students wishing to apply for a summer loan, the Office of Student Financial Services must have valid and complete electronic federal data on file at least one month prior to the end of the loan period (e.g. by the end of July for summer 2005 loan funding).

**Minimum Registration of 6 Credits
In-Person Requests Only**

Verification – What Every Student Should Know:

Each year the federal government randomly selects about 1/3 of our students for a process called “verification.” If selected (an asterisk “*” appears on the SAR), a student must provide the Office of Student Financial Services with copies of 2004 income information (federal income tax returns, W-2 forms and the Verification Supplement). This Supplement collects household and non-taxable income information on the student’s family, and it is available on our Website at www.brooklyn.liu.edu/financialaid (Brochures, Forms and Other Links).

Other documentation may also be requested that pertains to the way the student completed the FAFSA or Renewal FAFSA (read the comment section of the SAR). Students must complete the verification process in a timely manner, but no later than one month prior to the semester’s end.

Once a student’s electronic information is received, the Office of Student Financial Services will also notify the student of the documents needed for verification by sending a “Missing Information Letter.”

Verification must be completed in order for the student to meet the deadline date of **March 15, 2005** for campus-based financial aid.

The Tuition Assistance Program (TAP):

There is a major change in the application process for TAP for 2005-2006 that we wish to share with our **all TAP applicants**. All New York State residents should apply for TAP and complete details on this grant program and application process are available at www.hesc.com. When completing the FAFSA, the confirmation page will give students a link to the TAP-on-the-Web application for applying for a TAP Award. This is the same as in 2004-2005.

The change for 2005-2006 is that, on this site, **all TAP applicants** must secure a TAP PIN (which they create using their own password, etc). It will be created immediately, and the student can then go on-line, access his/her pre-printed TAP application, and confirm the information or make corrections. Once completed, HESC will process the TAP application and notify the student of an award. If the student provides an e-mail address, this notification will be via e-mail. If not, regular mail notification will be sent.

Remember, as is the case with any on-line form, it is the student’s responsibility to check the pre-filled data. Be sure to follow the on-line instructions provided.

Any student who secures a TAP PIN can go on-line to make updates to application information, change school codes, etc. L.I.U.’s school code is **0398**, and the Bursar’s Office can assist students in this process.

As in all past years, when HESC has questions regarding a student’s status or income, they will contact the student, who has only **45 days** in which to respond.

Special Instructions for Special Students: Pharmacy Majors and Students in Combined B.S./M.S. Degree Programs – You are an undergraduate student until the Registrar changes your official classification to graduate (generally the summer before the 5th year). Before you answer “Yes” to question 49 on the FAFSA confirm with your Department that you will be declared a graduate student by summer.

Friends World Program Students – You must use the Brooklyn Campus code of 004779 on your FAFSA for 2005-2006.

Nursing Students and Pharmacy Students – If you wish to be considered for the Scholarship for Disadvantaged Students (SDS), or for a Health Professions Student Loans (Pharmacy majors) you must provide your parental information on the FAFSA, regardless of your independence status.

Did You Know?

Once the Free Application for Federal Student Aid (FAFSA) or the Renewal FAFSA is completed, a whole chain of events takes place. See the following:

Student Electronically Completes the FAFSA or Renewal FAFSA with a PIN #:

3 - 4 Business Days

L.I.U. Receives an Electronic FAFSA Record

Student Electronically Completes the FAFSA or Renewal FAFSA WITHOUT a PIN #:

Minimum 14 – 21 Business Days

L.I.U. Receives an Electronic FAFSA Record

Student Financial Services Interacts with the Student:

7 - 10 Business Days

Electronic Record is Reviewed

If Electronic FAFSA is Complete:

A Financial Aid Award Notice is Sent to the Student

If Electronic FAFSA is Incomplete:

A Missing Information Letter is Sent to the Student

Student Provides All Missing Information:

No Corrections Required:

7 - 10 Business Days

Financial Aid Award Notice Sent

If Corrections are Needed:

7 - 10 Business Days for Corrections to be Received Electronically by L.I.U.

After Corrections Received:

7 - 10 Business Days

Financial Aid Award Notice Sent