



COMMUNITY COLLEGE OF BEAVER COUNTY

# FINANCIAL AID GUIDE

## 1

### COMPLETE THE FAFSA

Student and parent (if dependent\*) must apply for an FSA ID and password at [www.fsaaid.ed.gov](http://www.fsaaid.ed.gov).

Complete the FAFSA online at [www.studentaid.ed.gov](http://www.studentaid.ed.gov).

- Login using the students FSA ID and password
- Make sure you complete the correct year. (Ex: the 2019-2020 begins with the fall 2019 term and spring 2020 and summer 2020).
- Use the IRS Link to pull student and parent tax information back into the FAFSA.
- Student and parent must sign the FAFSA and submit.

\* Most students who are under 24, not married and have no dependents are considered dependent. Please contact the Financial Aid Office with questions.

## 2

### RETURN REQUESTED DOCUMENTS

Once your FAFSA is received (normally 2-3 business days after you submit it), the Financial Aid Office will send you a letter asking you to provide additional information. Please return these documents within 10 days.

If you are asked to provide tax transcripts you can request those online from the IRS at [www.irs.gov](http://www.irs.gov)

- Get my tax record
- Request transcript by mail or online
- Follow the steps
- Select return transcript and the 2017 tax year.

Make sure both student and parent sign all forms and return via mail, email to [financial.aid@ccbc.edu](mailto:financial.aid@ccbc.edu) or fax: 724-480-3569.

If you would like a student loan please indicate yes on the Student Information Form enclosed with the letter. If you are unsure if you will need a loan then answer no. If you decide at a later time that you want a student loan you will need to notify the Financial Aid Office in writing that you would like a loan.

## 3

### REVIEW AWARD LETTER

Once your file is completed and your eligibility for Federal Pell Grant is determined a Financial Aid Disclosure will be sent to you via email to the email address you put on the FAFSA.

If you would like a student loan and are a new student loan borrower or have not had a loan within the past two years you will need to complete the Master Promissory Note (MPN) and Entrance Counseling online at [www.studentloans.gov](http://www.studentloans.gov) and then email the financial aid office at [financial.aid@ccbc.edu](mailto:financial.aid@ccbc.edu) and request a student loan.

If you have had a student loan within the past two years but did not request a loan on the Student Information form you will need to notify the Financial Aid Office in writing.

## 4

### DISBURSEMENT OF AID

Once you receive your Financial Aid Disclosure you can contact the Cashier's Office to review your bill to ensure that your aid is enough to cover your tuition and fees. If not contact the Financial Aid Office for additional resources that may be available.

Students can also review their student account online at [my.ccbc.edu](http://my.ccbc.edu) under the "My Finances" tab.

Students who have aid in excess of tuition and fees can use the excess funds in the bookstore one week before classes begin for each semester up until the end of the third week.

Any excess aid after tuition, fees and books will be disbursed to the student via check around the fifth week of the semester.

### ADDITIONAL TIPS AND REMINDERS

Students are required to make academic progress, withdrawing or failing classes may have an impact on your ability to get further aid. If you are thinking about dropping classes please contact Financial Aid.

If you are interested in applying for scholarships please visit our website [www.ccbc.edu/scholarships](http://www.ccbc.edu/scholarships)

FAFSA Assistance: 1-800-4Fed-Aid  
Student Loan Assistance: 1-800-557-7394

CCBC Financial Aid Office: 724-480-3501  
[financial.aid@ccbc.edu](mailto:financial.aid@ccbc.edu)