

NEW STUDENT FINANCIAL AID CHECKLIST

New students completing an application for acceptance in a declared program of study at Southeast Community College may be eligible to apply for federal financial aid (federal grants, work-study and loans). The following checklist will help address all the necessary steps required for meeting eligibility and moving forward with the awarding process.

- _____ Complete an application for admission to a specific program of study at SCC and all necessary Admissions requirements for full acceptance.
- _____ Complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. A Federal Student Aid ID (FSA ID) is needed and can be requested through the FAFSA application site. **The federal school code for SCC is 007591.** For FAFSA or FSA ID issues, contact the Federal Student Aid Support Center at 1-800-433-3243.
- _____ Students who are selected for federal verification will be sent an email requesting additional information. Please complete the necessary paperwork and submit it to the Financial Aid Office within 15 days of receiving the notice. **NOTE: Priority filing deadlines are set for each quarter to ensure adequate time for processing aid. ALL necessary forms must be received PRIOR to the published priority deadline date to ensure completion of aid for applicable term of entry.**
- _____ Upon receipt of the Financial Aid Award Notification email, students should review awards on the Self-Service site of The HUB website at:
<https://selfservice.southeast.edu/student/FinancialAid/Home>
- _____ Complete the required New Student Orientation for the registration process.

Questions regarding special circumstances need to be directed to the Financial **Aid Office** for further guidance.

Students that have completed the Financial Aid and Admissions processes **prior to the start of the quarter** may be allowed to charge books on their student account. If the process is not complete due to late submission of forms, **the student must be prepared to pay for their books on their own.**

Tuition, fees, housing (if applicable) and any book charges do not need to be paid prior to the start of the quarter if financial aid is determined. Funds are applied to the student account upon receipt and any remaining credit will be refunded directly to the student by US mail or direct deposit.

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