

Introduction to the Free Application for Federal Student Aid (FAFSA)



Your **potential** is our **promise.**®

How and when to apply for Financial Aid

- Free Application for Federal Student Aid (FAFSA)
 - The FAFSA must be submitted to receive federal, state, and select Berkeley College aid
 - [FAFSA.ED.GOV](https://fafsa.ed.gov)
 - [Mobile FAFSA for Apple](#)
 - [Mobile FAFSA for Google Play](#)
 - New year FAFSAs begin October 1. **Students must reapply every year for aid.**
 - **NJ Students must renew by April 15th.**
 - 2021/2022 FAFSAs request 2019 income information

How and when to apply for Financial Aid

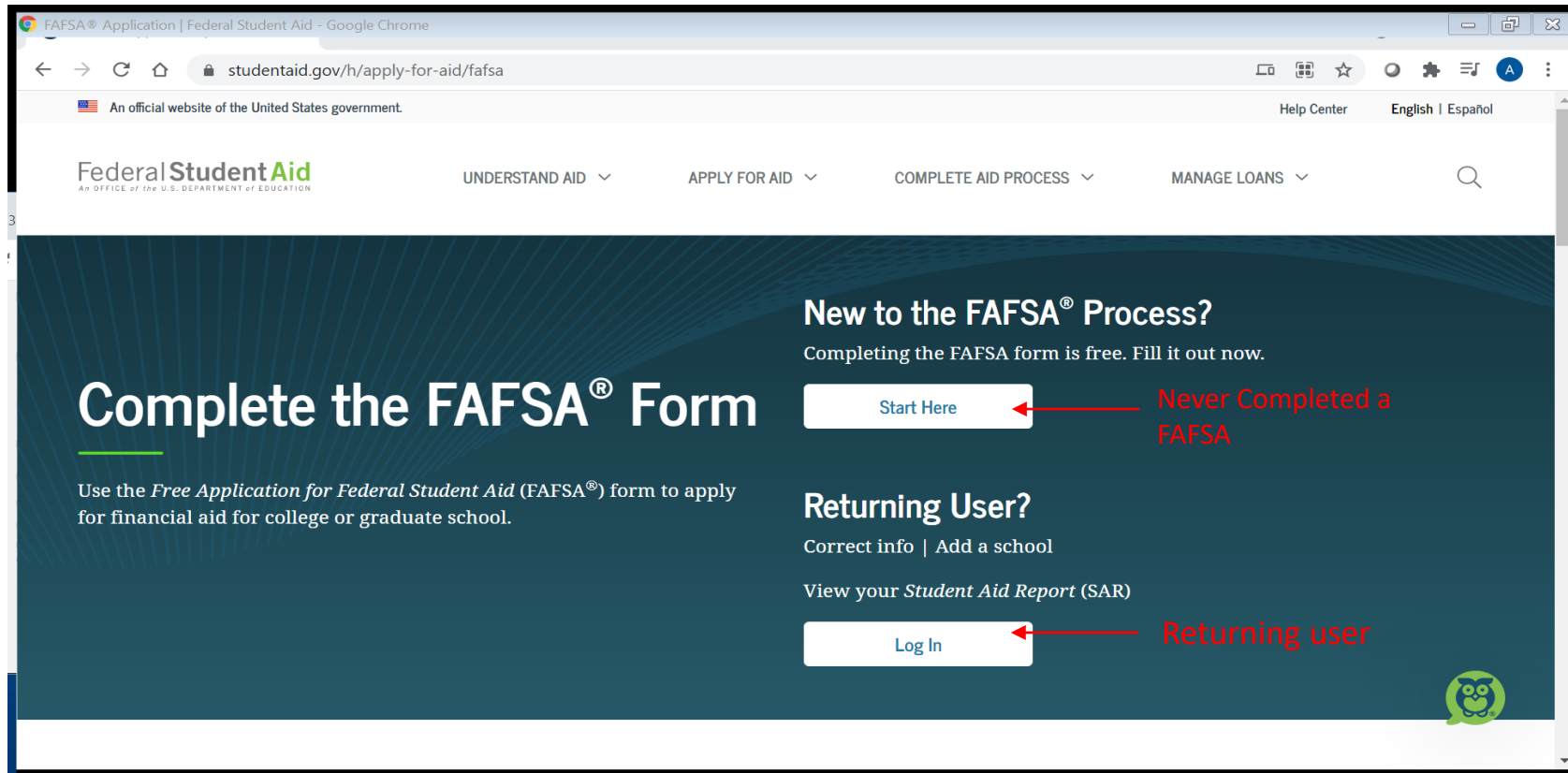
- Income information from 2019 is needed for the following:
 - Independent students
 - Student
 - Spouse (if married)
 - Dependent students
 - Student
 - Parent(s)

How and when to apply for Financial Aid

- Please have the following ready:
 - FSA ID and Password
 - [Click here to create an FSA ID](#)
 - Alien Registration Number (if you are not a U.S. citizen)
 - 2019 Federal income tax returns
 - 2019 W-2s
 - Other records of money earned in 2019
 - Bank statements and records of investments
 - Records of untaxed 2019 income
- If you are a dependent student, then you will also need the above information for your parent(s).

Logging in to the FAFSA

- <https://studentaid.gov/h/apply-for-aid/fafsa>



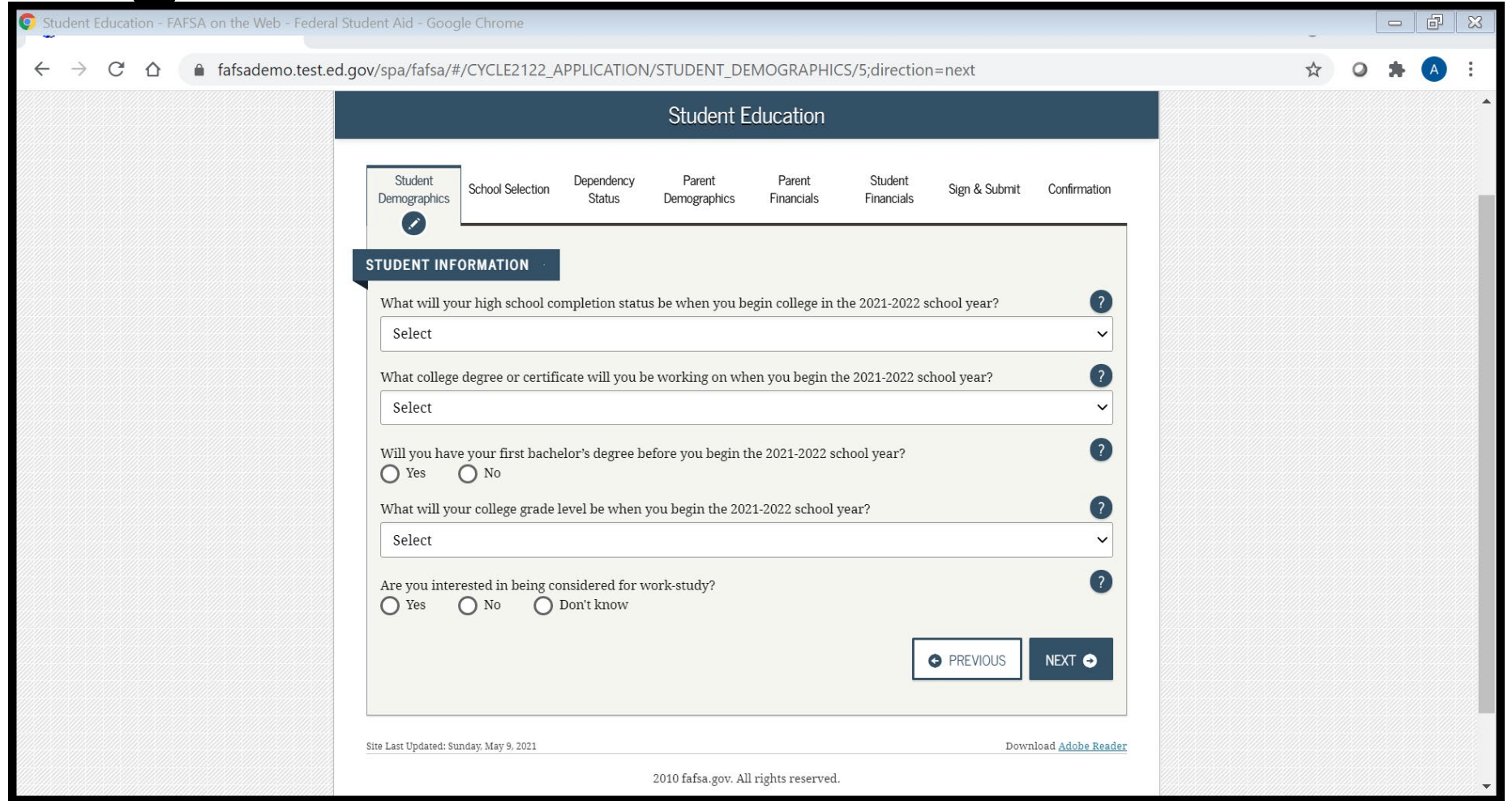
Completing the FAFSA

- The next several slides focus on different parts of the FAFSA in which some students make errors on.
- Please review each slide for correct information.



Completing the FAFSA

- Log in to the FAFSA with student's FSA ID and password
- Review student information is correct
- Please review Student education as students tend to make errors on this page.

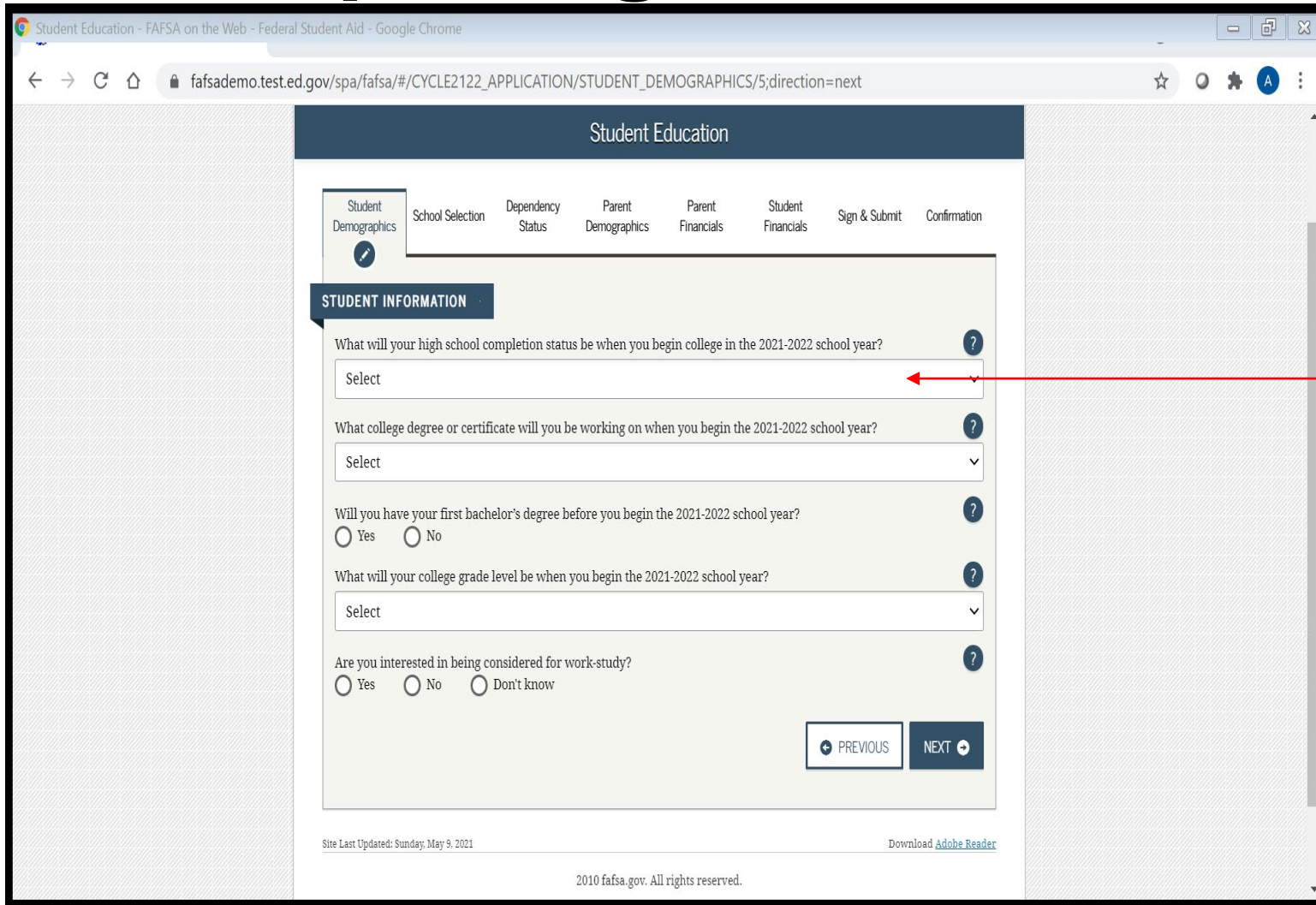


The screenshot shows the FAFSA application interface in a Google Chrome browser. The address bar displays the URL: `fafsademo.test.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/STUDENT_DEMOGRAPHICS/5;direction=next`. The page title is "Student Education - FAFSA on the Web - Federal Student Aid". The navigation bar includes tabs for "Student Demographics", "School Selection", "Dependency Status", "Parent Demographics", "Parent Financials", "Student Financials", "Sign & Submit", and "Confirmation". The "Student Demographics" tab is active, showing a "STUDENT INFORMATION" section. This section contains five questions with dropdown menus or radio buttons for answers:

- What will your high school completion status be when you begin college in the 2021-2022 school year? (Dropdown menu: Select)
- What college degree or certificate will you be working on when you begin the 2021-2022 school year? (Dropdown menu: Select)
- Will you have your first bachelor's degree before you begin the 2021-2022 school year? (Radio buttons: Yes, No)
- What will your college grade level be when you begin the 2021-2022 school year? (Dropdown menu: Select)
- Are you interested in being considered for work-study? (Radio buttons: Yes, No, Don't know)

At the bottom of the form are "PREVIOUS" and "NEXT" buttons. The footer includes the text "Site Last Updated: Sunday, May 9, 2021", a link to "Download Adobe Reader", and the copyright notice "2010 fafsa.gov. All rights reserved."

Completing the FAFSA

A screenshot of the FAFSA website's 'Student Education' section. The browser address bar shows 'fafsademotest.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/STUDENT_DEMOGRAPHICS/5;direction=next'. The page has a dark blue header with 'Student Education' and a navigation bar with tabs: 'Student Demographics', 'School Selection', 'Dependency Status', 'Parent Demographics', 'Parent Financials', 'Student Financials', 'Sign & Submit', and 'Confirmation'. The 'Student Demographics' tab is active. Below it, a 'STUDENT INFORMATION' section contains five questions with dropdown menus and radio buttons. A red arrow points from the text 'Graduated from high school or will be graduating in the upcoming school year' to the first dropdown menu. At the bottom are 'PREVIOUS' and 'NEXT' buttons, and footer text: 'Site Last Updated: Sunday, May 9, 2021', 'Download Adobe Reader', and '2010 fafsa.gov. All rights reserved.'

- HS completion
 - HS graduate
 - Graduated from high school or will be graduating in the upcoming school year
- GED
 - Received HS equivalence
- Home Schooled
 - Approved home studies

Completing the FAFSA

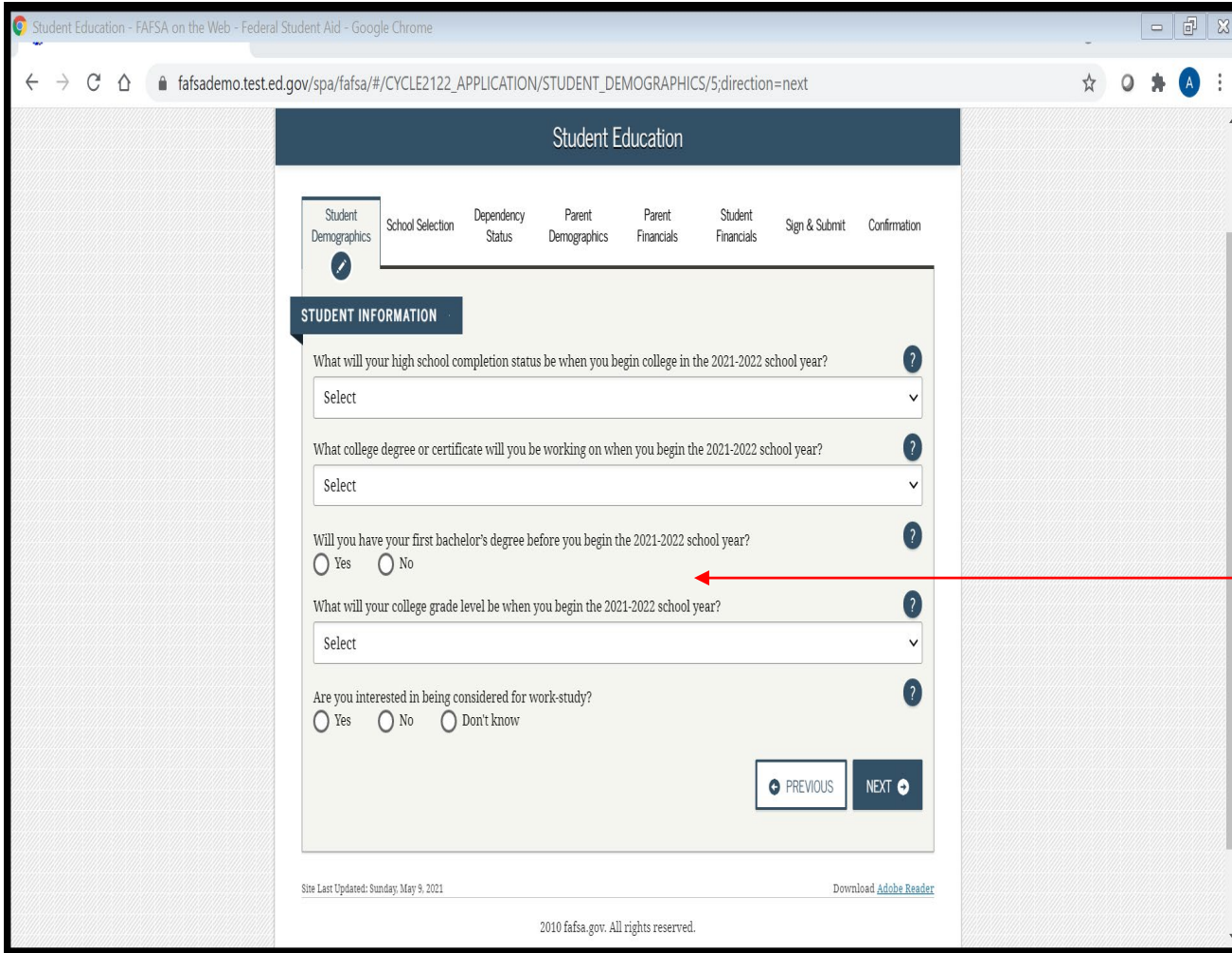
The screenshot shows the FAFSA application interface in a Google Chrome browser. The address bar displays the URL: `fafsademo.test.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/STUDENT_DEMOGRAPHICS/5;direction=next`. The page title is "Student Education". A navigation bar at the top includes tabs for "Student Demographics", "School Selection", "Dependency Status", "Parent Demographics", "Parent Financials", "Student Financials", "Sign & Submit", and "Confirmation". The "Student Demographics" tab is active. Below the navigation bar, the "STUDENT INFORMATION" section contains the following questions and input fields:

- What will your high school completion status be when you begin college in the 2021-2022 school year? (Dropdown menu with "Select" option)
- What college degree or certificate will you be working on when you begin the 2021-2022 school year? (Dropdown menu with "Select" option) ←
- Will you have your first bachelor's degree before you begin the 2021-2022 school year? (Radio buttons for Yes, No)
- What will your college grade level be when you begin the 2021-2022 school year? (Dropdown menu with "Select" option)
- Are you interested in being considered for work-study? (Radio buttons for Yes, No, Don't know)

At the bottom of the form are "PREVIOUS" and "NEXT" buttons. The footer includes the text "Site Last Updated: Sunday, May 9, 2021", a link to "Download Adobe Reader", and the copyright notice "2010 fafsa.gov. All rights reserved."

- College Degree
 - Certificate (less than 2 years)
 - Associate (2 year degree)
 - Bachelor (4 year degree)
- College Professional (Masters)

Completing the FAFSA



The screenshot shows the FAFSA application interface in a Google Chrome browser. The address bar displays the URL: `fafsademo.test.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/STUDENT_DEMOGRAPHICS/5;direction=next`. The page title is "Student Education". A navigation bar at the top includes tabs for "Student Demographics", "School Selection", "Dependency Status", "Parent Demographics", "Parent Financials", "Student Financials", "Sign & Submit", and "Confirmation". The "Student Demographics" tab is active, showing a "STUDENT INFORMATION" section. This section contains five questions, each with a help icon (question mark in a circle):

- What will your high school completion status be when you begin college in the 2021-2022 school year? (Dropdown menu with "Select" option)
- What college degree or certificate will you be working on when you begin the 2021-2022 school year? (Dropdown menu with "Select" option)
- Will you have your first bachelor's degree before you begin the 2021-2022 school year? (Radio buttons for "Yes" and "No")
- What will your college grade level be when you begin the 2021-2022 school year? (Dropdown menu with "Select" option)
- Are you interested in being considered for work-study? (Radio buttons for "Yes", "No", and "Don't know")

At the bottom of the form are "PREVIOUS" and "NEXT" buttons. A red arrow points from the text "To answer yes is rare." to the "Yes" radio button for the third question. The footer includes "Site Last Updated: Sunday, May 9, 2021", a "Download Adobe Reader" link, and "© 2010 fafsa.gov. All rights reserved."

- Answer yes only if you have graduated with a Bachelor's degree previously.
- To answer yes is rare.

Completing the FAFSA

The screenshot shows the FAFSA application interface in a Google Chrome browser. The page title is "Student Education - FAFSA on the Web - Federal Student Aid". The URL is "fafsademotest.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/STUDENT_DEMOGRAPHICS/5;direction=next". The "Student Education" section is active, with a sub-tab "STUDENT INFORMATION". The form contains the following questions:

- What will your high school completion status be when you begin college in the 2021-2022 school year? (Dropdown menu: Select)
- What college degree or certificate will you be working on when you begin the 2021-2022 school year? (Dropdown menu: Select)
- Will you have your first bachelor's degree before you begin the 2021-2022 school year? (Radio buttons: Yes, No)
- What will your college grade level be when you begin the 2021-2022 school year? (Dropdown menu: Select) ← Red arrow points here
- Are you interested in being considered for work-study? (Radio buttons: Yes, No, Don't know)

At the bottom of the form are "PREVIOUS" and "NEXT" buttons. The footer includes "Site Last Updated: Sunday, May 9, 2021", "Download Adobe Reader", and "© 2010 fafsa.gov. All rights reserved."

- Grade levels:
 - Never attended
 - 1st level
 - 1-29 credits earned
 - 2nd level
 - 30 – 59 credits earned
 - 3rd level
 - 60+ credits earned
 - Post Graduate
 - After graduating from a Bachelor Degree

Completing the FAFSA

Search for Colleges - FAFSA on the Web - Federal Student Aid - Google Chrome

fafsademo.test.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/SCHOOL_SELECTION/2;direction=next

If searching by name and state:

NY will be New York City campus

NJ will be Woodland Park Campus

NY School code: 008556

NJ School code: 007502

First, based on the information you provided, we have determined that you may qualify for federal student aid. Continue through the application for us to determine how much aid you can receive.

Here's where you'll search for the colleges to which you'd like to send your FAFSA information. You can add up to 10 colleges at a time to your FAFSA. If you're applying to more than 10 colleges, [follow these instructions](#).

Make sure you add ALL colleges you're interested in, even if you haven't applied or been accepted yet.

Complete the fields below to search for a college to add to your FAFSA.

Do you know the college's [Federal School Code](#)? ☐ Yes ☒ No

State

City (optional)

School Name (optional)

SEARCH TIPS

PREVIOUS SEARCH

Completing the FAFSA

Selected Colleges and Housing Plans - FAFSA on the Web - Federal Student Aid - Google Chrome

fafsademotest.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/SCHOOL_SELECTION/2/SCHOOL_SUMMARY;direction=previous

Federal Student Aid | FAFSA.gov

Exit Reset FAFSA View FAFSA Summary Save Help

Selected Colleges and Housing Plans

Student Demographics ✓ School Selection ✎ Dependency Status Parent Demographics Parent Financials Student Financials Sign & Submit Confirmation

STUDENT INFORMATION

For each school listed, select the appropriate housing plan from the dropdown list.

School Name:	Berkeley College
Federal School Code:	007502
Housing Plans	<div>Select</div>

VIEW COLLEGE INFO

ADD MORE SCHOOLS

PREVIOUS NEXT

Housing Plans

- On campus = live in dorms
- With Parents = live at parent's house
- Off Campus = not in the dorm or with parents

Completing the FAFSA

Student Marital Status - FAFSA on the Web - Federal Student Aid - Google Chrome

fafsademotest.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/DEPENDENCY_STATUS/1;direction=next

Federal Student Aid | FAFSA.gov

Search FAFSA Help

Exit Reset FAFSA View FAFSA Summary Save Help

Student Marital Status

Student Demographics ✓ School Selection ✓ Dependency Status ✎ Parent Demographics Parent Financials Student Financials Sign & Submit Confirmation

STUDENT INFORMATION

✓ Application was successfully saved.

Because the FAFSA belongs to the student, "you" and "your" always (unless otherwise noted) refer to the student.

What is your marital status as of today?

Select

PREVIOUS NEXT

Site Last Updated: Sunday, May 9, 2021

Download Adobe Reader

Marital Status
as of the day
you are
completing the
FAFSA

Single = never married

Married / Remarried =
Married or remarried and
living together or if living
separate but plan on living
together soon

Separated = Still married,
but living apart and do not
plan on getting back
together

Divorced / Widowed =
Divorced in a court or
spouse passed away.

Completing the FAFSA

Does Student Have Dependents? - FAFSA on the Web - Federal Student Aid - Google Chrome

fafsademo.test.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/DEPENDENCY_STATUS/2;direction=next

Federal Student Aid | FAFSA.gov

Search FAFSA Help

Exit Reset FAFSA View FAFSA Summary Save Help

Does Student Have Dependents?

Student Demographics ✓ School Selection ✓ Dependency Status ✎ Parent Demographics Parent Financials Student Financials Sign & Submit Confirmation

STUDENT INFORMATION

Do you now have or will you have children who will receive more than half of their support from you between July 1, 2021 and June 30, 2022?

☐ Yes ☐ No

Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2022?

☐ Yes ☐ No

PREVIOUS NEXT

Site Last Updated: Sunday, May 9, 2021 Download Adobe Reader

2010 fafsa.gov. All rights reserved.

Answer yes if you have children AND provide MORE than 50% of ALL of their living support

Answer yes if you have dependents OTHER THAN YOUR children AND provide MORE than 50% of ALL of their living support

Completing the FAFSA,

***For students born after 1997**

Student Additional Dependency Questions - FAFSA on the Web - Federal Student Aid - Google Chrome

fafsademo.test.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/DEPENDENCY_STATUS/3;direction=next

Federal Student Aid | FAFSA.gov

Search FAFSA Help

Exit Reset FAFSA View FAFSA Summary Save Help

Student Additional Dependency Questions

Student Demographics School Selection **Dependency Status** Parent Demographics Parent Financials Student Financials Sign & Submit Confirmation

STUDENT INFORMATION

Answer the following questions to determine if you are required to provide information about your parents on your FAFSA. Check all that apply or check **None of the above**.

- ☐ Are you currently serving on active duty in the U.S. Armed Forces for purposes other than training?
- ☐ Are you a veteran of the U.S. Armed Forces?
- ☐ At any time since you turned age 13, were both your parents deceased, were you in foster care, or were you a dependent or ward of the court?
- ☐ As determined by a court in your state of legal residence, are you or were you an emancipated minor?
- ☐ Does someone other than your parent or stepparent have legal guardianship of you, as determined by a court in your state of legal residence?
- ☐ None of the above

PREVIOUS NEXT

Active Duty not reserves

This does not include if someone has custody of you

Court recognized emancipation from both parents

Completing the FAFSA,

***For students born after 1997**

Dependent Student - FAFSA on the Web - Federal Student Aid - Google Chrome

fafsademo.test.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/DEPENDENCY_STATUS/8;direction=next

Federal Student Aid | FAFSA.gov

Search FAFSA Help

Exit Reset FAFSA View FAFSA Summary Save Help

Dependent Student

Student Demographics School Selection **Dependency Status** Parent Demographics Parent Financials Student Financials Sign & Submit Confirmation

STUDENT INFORMATION

Based on your answers to the dependency status questions, **you are considered a dependent student. This means you must provide parental information.** Select "I will provide information about my parent(s)" and click **Next** to continue filling out your FAFSA.

If you have a special circumstance and are unable to provide parental information, under very limited circumstances, you may be able to submit your FAFSA without parental information. Select "I am unable to provide information about my parent(s)" and click **Next** to get additional information.

☒ I will provide information about my parent(s)

☐ I am unable to provide information about my parent(s)

PREVIOUS NEXT

Site Last Updated: Sunday, May 9, 2021

Download [Adobe Reader](#)

2010 fafsa.gov. All rights reserved.

Completing the FAFSA,

***For students born after 1997**

Parent Marital status:

- Status as of the day the FAFSA is completed
 - Never married
 - Unmarried but both BIOLOGICAL parents live together in the same house
 - Married / Remarried
 - If both biological parents are married
 - If the parent you live with is married to someone else
 - Divorced / Separated
 - Divorced = court recognized and not remarried
 - Separated = living apart with no intention of living together
 - Widowed

The screenshot shows the FAFSA Parent Marital Status form in a web browser. The browser address bar shows the URL: fafsademo.test.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/PARENTS_DEMOGRAPHICS/1;direction=next. The page header includes the Federal Student Aid logo and the text "AN OFFICE OF THE U.S. DEPARTMENT OF EDUCATION". The main title of the form is "Parent Marital Status". A progress bar at the top shows the following steps: Student Demographics (checked), School Selection (checked), Dependency Status (checked), Parent Demographics (active), Parent Financials, Student Financials, Sign & Submit, and Confirmation. Below the progress bar, a green box with a checkmark icon and the text "Application was successfully saved." is displayed. Below this, a blue box with an information icon and the text "Because the FAFSA belongs to the student, 'you' and 'your' always (unless otherwise noted) refer to the student." is shown. The main question is "As of today, what is the marital status of your parents?". Below the question is a dropdown menu with the word "Select" and a downward arrow. At the bottom right of the form are two buttons: "PREVIOUS" and "NEXT". At the very bottom of the page, there is a small text "Site Last Updated: Sunday, May 9, 2021" and a link "Download Adobe Reader".

Completing the FAFSA,

***For students born after 1997**

Parent(s)' information to use:

- Status as of the day the FAFSA is completed
 - Never married
 - Use parent info you live with
 - Unmarried but both BIOLOGICAL parents live together in the same house
 - Use both parents
 - Married / Remarried
 - Use both parents OR the parent you live with PLUS Step parent
 - Divorced / Separated
 - Use parent that provides most support
 - Widowed

The screenshot shows the 'Personal Information for Parent' section of the FAFSA application. The browser address bar indicates the URL: fafsademotest.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/PARENTS_DEMOGRAPHICS/2;direction=next. The form title is 'Personal Information for Parent'. A progress bar at the top shows the following steps: Student Demographics (checked), School Selection (checked), Dependency Status (checked), Parent Demographics (active), Parent Financials, Student Financials, Sign & Submit, and Confirmation. The 'PARENT INFORMATION' section is titled 'Enter information for your first parent (father/mother/stepparent)'. It contains the following fields: 'Parent's Social Security Number' (with a mask and a question mark icon), 'Parent's last name' (with a question mark icon), 'Parent's first initial' (with a question mark icon), 'Parent's date of birth' (with a mask and a question mark icon), and 'Your parents' e-mail address' (with a question mark icon).

Completing the FAFSA,

***For students born after 1997**

Parent Household:

- Status as of the day the FAFSA is completed
 - Never married
 - 1 parent
 - Unmarried but both BIOLOGICAL parents live together in the same house
 - 2 parents
 - Married / Remarried
 - 2 parents
 - Divorced / Separated
 - 1 parent
 - Widowed
 - 1 parent
- Yourself
 - Always 1
- Parent's other children
 - Parent provides more than half of their support through the year
 - The children can answer "no" on every dependent question on the FAFSA
- Other people
 - They live with parent
 - Parent provides more than half of their support through the year

The screenshot shows the 'Parent Household Info' section of the FAFSA application. The browser address bar indicates the URL: fafsademo.test.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/PARENTS_DEMOGRAPHICS/5;direction=next. The form is titled 'PARENT INFORMATION' and includes a progress bar at the top with four steps, the third of which is currently active. The 'Household Size' section contains the following fields and values:

- Your parents:** 2
- Yourself, even if you do not live with your parents:** 1
- Your parent's other children (even if they do not live with your parents) if:**
 - a. Your parents will provide more than half of their support from July 1, 2021 through June 30, 2022 or
 - b. These children can answer "No" to every [Dependency Status question on the FAFSA](#)
- Other people if:**
 - a. they now live with your parents,
 - b. your parents provide more than half of their support, and
 - c. your parents will continue to provide more than half of their support from July 1, 2021 through June 30, 2022
- Your parents' number of family members in 2021-2022 (household size):** 3

On the right side of the form, there is a note: ***Number in college: Number of children in parent household going to college during 21-22**

Completing the FAFSA,

*For students born after 1997

Parent Income:

- Link to IRS is the fastest and simplest way to complete the section
- Available for:
 - Married parents who filed: married filing joint
 - Single parents who filed single or head of household
 - Widowed who filed Qualifying Widow(er)
- What you need to link:
 - Correct filing status of 2019 income returns
 - Mailing address exactly as it appears on 2019 income tax returns

The screenshot shows the FAFSA Parent Information section in a web browser. The browser address bar displays "fafsademotest.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/PARENTS_FINANCES/1;direction=next". The page has a progress bar at the top with four green checkmarks and a pencil icon. Below the progress bar, a green box contains the message "Application was successfully saved." Below this, a blue box with an information icon contains the text: "Attention! You must provide financial information from your parents' 2019 tax return on the following pages." The form then asks three questions, each with a dropdown menu and a help icon: "For 2019, have your parents completed their IRS income tax return or another tax return?" (dropdown: "Already completed"), "What type of income tax return did your parents file for 2019?" (dropdown: "IRS 1040"), and "For 2019, what is your parents' tax filing status according to their tax return?" (dropdown: "Married-Filed Joint Return"). Below these questions is a section titled "IRS Data Retrieval Tool" with a sub-header "Applying is faster and easier if your parents transfer their tax return information into this FAFSA with the IRS Data Retrieval Tool (IRS DRT)!". At the bottom of this section is a button labeled "LINK TO IRS". At the very bottom of the page are "PREVIOUS" and "NEXT" navigation buttons.

Completing the FAFSA,

For those who cannot link from IRS, please use this slide for both parent and students who filed taxes:

- AGI found on 8b
- Wages found on line 1
 - Married use 2019 W-2s to properly split wages
- Income tax's 2019
 - 1040 line 14 minus Schedule 2's line 2
- Untaxed Income
 - Payments to tax deferred pension / retirement plan
 - 2019 W-2s Boxes 12a-12d codes D,E,F,G,H, and S. Do not include code DD.

Finishing the FAFSA

- Sign and submit the FAFSA with FSA ID and Password
- Parents of dependent students sign the FAFSA with their own FSA ID and Password

Contact Us

Phone Number:

973-200-1148

Email:

Studentfinance@berkeleycollege.edu

For reference please see the [Guide to Financial Aid](#)

Always check your Berkeley College email for notifications from the Financial Aid Department.