

**STEPS TO FOLLOW IN OBTAINING FINANCIAL AID
FOR THE 2009 – 2010 ACADEMIC YEAR**

**VISIT THE BCC FINANCIAL AID WEBSITE AT
[HTTP://FINANCIALAID.BROOKDALECC.EDU](http://financialaid.brookdalecc.edu)**

CHECKLIST

DATE COMPLETED

- | | |
|---|-------|
| 1. File a Brookdale Community College Admissions Application. | _____ |
| 2. Obtain a “PIN” for student and parent at www.pin.ed.gov | _____ |
| 3. Complete electronic FAFSA (www.fafsa.ed.gov) | _____ |
| 4. Once Brookdale receives your FAFSA results, go to the financial aid website, click on <i>Check the Status of My Financial Aid</i> and complete the On-Line BCC Confidential. | _____ |
| 5. Complete any other forms required by Brookdale or NJHESAA. | _____ |
| 6. Complete and submit (if applicable) appropriate verification documents (Tax Returns, Verification Worksheet, etc.) to Brookdale or NJHESAA. | _____ |
| 7. Complete on-line Master Promissory Note if you are a first time borrower at Brookdale. (Federal Direct Stafford or PLUS) | _____ |
| 8. Complete On-line Entrance Counseling if you are a first time borrower at Brookdale. | _____ |
| 9. Carefully review the Financial Aid Award Letter. You must notify Brookdale if you are not planning on attending. | _____ |
| 10. Pay (if applicable) any remaining balance to the Brookdale Cashier’s Office by appropriate deadline. | _____ |

PAPERWORK A STUDENT MAY RECEIVE

- **Student Aid Report- (SAR):** If you did not report an e-mail address on your FAFSA you will receive a SAR (green) by regular mail. The SAR is the result of your FAFSA indicating whether or not you are eligible for a Pell Grant. It shows your Expected Family Contribution (EFC), which is used by Brookdale to determine your eligibility for Pell Grant and other forms of financial aid.
- **Student Eligibility Notice (SEN):** This is from the NJ Higher Education Assistance Authority (HESAA) indicating your eligibility for a Tuition Aid Grant (TAG) for the school you listed as your first choice. SEN’s also indicate Educational Opportunity Grant (EOF) and Garden State Scholar (GSS) eligibility.
- **Applicant Information Request (AIR):** This is a letter from HESAA requesting specific documentation.
- **Award Letter:** This letter is from the Brookdale financial aid office indicating your anticipated enrollment and any grants, work, and loans awarded.

IMPORTANT PHONE NUMBERS

- | | |
|--|----------------|
| • Brookdale Office of Student Financial Aid | 1-732-224-2361 |
| • Federal Student Aid Information number (FAFSA questions) | 1-800-433-3243 |
| • New Jersey Higher Education Student Assistance Authority | 1-800-792-8670 |
| • IRS/Obtaining Tax Return (Request 1722 Form) | 1-800-829-1040 |

GOOD STUFF ON THE INTERNET

- **Brookdale’s financial aid website - <http://financialaid.brookdalecc.edu>**
- **PIN Registration Site** - (Enables you and parents to sign your FAFSA electronically) www.pin.ed.gov
- **FAFSA on the Web** - (Completing the FAFSA on-line) www.fafsa.ed.gov
- **Smart Student Guide to F.A.**- (loan calculators and free scholarship search) www.finaid.org
- **The College Board** - (PROFILE, cost of college) www.collegeboard.com
- **State Residency Requirements** - www.collegeboard.org/about/association/international/residency.html
- **New Jersey Higher Education Student Assistance Authority (HESSA)** - www.hesaa.org
- **Selective Service** www.sss.gov
- **Federal Student Aid Gateway**-the source for free information, guidance and tools for federal student assistance - www.FederalStudentAid.ed.gov