

DON'T DELAY YOUR FINANCIAL AID BY MAKING A MISTAKE ON THE FAFSA

SUBMITTING A NAME THAT DOES NOT MATCH YOUR LEGAL NAME

1 If your name is legally Jonathan Smith according to your Social Security card, but you submit your name as John Smith on your FAFSA, it could delay your application. Since the FAFSA verifies your legal information with the Social Security Administration, you have to make sure the name you use to start the FAFSA is the legal name on your Social Security card.

INCORRECT SCHOOL CODE ON FAFSA

2 (CON) Bon Secours Memorial College of Nursing school code: 010043
(SOMI) St Mary's Hospital School of Imaging: 023585

YOUR 2017 TAXES

3 FAFSA now requires you to report income information from an earlier tax year.

- On the 2019-20 FAFSA form, you (and your parents, as appropriate) will report your 2017 income information, rather than your 2018 income information.
- Since you'll probably already have filed your 2017 taxes by the time the FAFSA form launches, you'll be able to import your tax information into the FAFSA form right away using the IRS Data Retrieval Tool (DRT). (No more logging back in to update after filing taxes!)
- Not everyone is eligible to use the IRS DRT; and the IRS DRT does not input all the financial information required on the FAFSA form. Therefore, you should have your 2017 tax return and 2017 IRS W-2 available for reference.

DO YOU HAVE A BACHELORS DEGREE?

4 Will you have completed your first bachelor's degree before May 2019? If the answer to that question is yes, select YES on the FAFSA form **and** contact the Financial Aid Office to complete the Bachelor's Degree Verification Form. If you will not complete your first bachelor's degree before May 2019, select NO.

Answering this question incorrectly could cause you to lose Pell Grant eligibility.

WHAT WILL YOUR COLLEGE GRADE LEVEL BE WHEN YOU BEGIN THE 2019-2020 SCHOOL YEAR?

5 Indicating a correct grade level is VERY important because it impacts your annual loan limits. Review your degree audit on the portal. When determining your grade level, include your transfer credits and your earned credits prior to Fall 2019. Here is the breakdown for what grade level to use:

- 2nd year undergraduate/sophomore: 30-59 credits
- 3rd year undergraduate/junior: 60-89 credits
- 4th year undergraduate/senior: 90 or above credits

WHAT DEGREE OR CERTIFICATE WILL YOU BE WORKING ON WHEN YOU BEGIN THE 2019-2020 SCHOOL YEAR?

- 6**
- CON You only can use these 2 answers while attending: 1st bachelor's degree (if you do not currently have a bachelors degree) or 2nd bachelor's degree (if you currently have a bachelors degree).
 - SOMI You can only select: Certificate or diploma (occupational, technical or education program of less than two years).

OTHER COMMON MISTAKES

- 7**
- Use the 1040 federal tax return for reporting information. Do not rely solely on your W-2 and 1099 forms.
 - Report your correct marital status, as of the date you submit the FAFSA.
 - If you are a dependent student, whose parents are divorced and re married, your stepparent's financial information must be provided.
 - Include yourself in the household size. Even if you didn't live there during the previous year, you should always include yourself as part of your or your parent's household.
 - Don't forget to sign the application. If you're filing as a dependent, both you and your parents must sign. If you file online, you and your parents can sign the form electronically using your FSA ID.

As with all forms and applications, make sure you read the instructions and questions carefully. If you're unclear about a question or are having trouble filling out the FAFSA, contact your financial aid office 804-627-5301, bsr-confinancial@bshsi.org or call the Federal Student Aid Information Center at 1-800-433-3243.



Make an appointment with the Financial Aid Counselor to complete the FAFSA together.

Make sure to fill it out right the first time, to ensure you'll receive your financial aid in no time.