



FIRST STEPS FOR FINANCIAL AID AT CASPN

CLASS 122

1. Create an FSA (Federal Student Aid ID) at <https://studentaid.ed.gov/sa/fafsa/filling-out/fsaid>.
2. FILE THE Free Application for Federal Student Aid at www.fafsa.ed.gov (application for Federal & State Grants & Federal Student loans).
 - a. 2017-2018 FAFSA (available now)
 - i. Request a copy of YOUR (AND YOUR PARENTS/SPOUSE IF APPLICABLE) **2015 TAX RETURN TRANSCRIPT** from <http://www.irs.gov/individuals/get-transcript> and turn it in to me.
 - ii. IF you are unable to retrieve your Tax Transcript via the IRS website, you may submit a **SIGNED and DATED** copy of your 2015 Federal Tax forms.
 - b. 2018-2019 FAFSA (available October 01, 2017)
 - c. CASPN SCHOOL CODE **016426**
3. If you feel you will need Federal Student Loans, go to <https://studentloans.gov> and complete the following:
 - a. UNDERGRADUATE Entrance Counseling
(school code for loans is **01071000/CAPITAL AREA CAREER CENTER**)
 - b. UNDERGRADUATE Loan Agreement for a Subsidized/Unsubsidized Loan (MPN)
(school code for loans is **01071000/CAPITAL AREA CAREER CENTER**)
4. LOOK INTO THE WIOA (Workforce Innovative Opportunities Act) GRANT PROGRAM IN YOUR COUNTY at:
<https://www.illinoisworknet.com/WIOA/TrainingPartners/Pages/Locations.aspx> .
5. READ through the Financial Aid Terminology list provided
6. Look over the sample Award Notification Letter provided
7. **CALL ME WITH ANY QUESTIONS YOU HAVE!!!**

TINA DEROSEAR ~ FINANCIAL AID SPECIALIST

tderosear@caspn.edu

217.585.1215 ext 202

2201 Toronto Road, Springfield, IL 62712