

Financial Aid Application Checklist

Financial Aid Office, Vance-Granville Community College, P.O. Box 917, Henderson, NC 27536
 Telephone: (252) 738-3280, Fax: (252) 738-3388, Email: fao@vgcc.edu
www.vgcc.edu/financialaidoffice/

Please complete Action Items #1-6 to successfully complete your financial aid.

☑	Due Date (if any)	Action Item
☐		1. I have collected the appropriate financial information received in _____ to fill out the FAFSA application. <u>Student Information</u> (You will need SS#, DL #, and/or Alien Reg. #) <input type="checkbox"/> Federal Tax Return <input type="checkbox"/> Untaxed Income <input type="checkbox"/> Social Security Benefits <input type="checkbox"/> Child Support <input type="checkbox"/> Retirement Benefits <input type="checkbox"/> Workers' Comp <input type="checkbox"/> Disability <input type="checkbox"/> Cash, Savings, Checking, Investments, Business, and Farm Assets documentation <u>Parent/Guardian Information</u> (You will need SS#, DL #, and/or Alien Reg. #) <input type="checkbox"/> Federal Tax Return <input type="checkbox"/> Untaxed Income <input type="checkbox"/> Social Security Benefits <input type="checkbox"/> Child Support <input type="checkbox"/> Retirement Benefits <input type="checkbox"/> Workers' Comp <input type="checkbox"/> Disability <input type="checkbox"/> Cash, Savings, Checking, Investments, Business, and Farm Assets documentation
☐		2. I have filed a Free Application for Federal Student Aid (FAFSA) electronically at www.fafsa.ed.gov using VGCC's school code of 009903 . I have also printed out the confirmation page that is generated after the FAFSA application was submitted.
☐		3. I have reviewed the Student Aid Report (SAR) for accuracy, which was sent via e-mail/postal service after I filed the FAFSA. * If necessary, you should correct inaccurate items online at www.fafsa.ed.gov or on the paper SAR, if you receive one.
☐		4. I have responded to all school requests for additional information/documentation, such as copies of federal tax returns, verification worksheets, and other forms. I have also completed and electronically submitted the Financial Aid Counseling session located at www.vgcc.edu/FinancialAidCounseling/ . * You should submit all of your official high school, GED and/or college transcripts to the Admissions/Records Office if these documents have not been submitted.
☐		5. I have met with my Advisor or Counselor to register for classes. I have viewed my Registration/Billing Statement on WebAdvisor from the Business Office and have carefully read it because it includes the tuition, fees, and other charges posted to my account. I have found my class schedule and financial aid awards on this statement. I realize that my financial aid awards listed are estimated at a full-time enrollment status and are subject to change. *Use this document along with your VGCC student ID card to charge books/supplies at the bookstore.
☐		6. I have read my Financial Aid Award Letter and all enclosures carefully on WebAdvisor and understand that my financial aid awards will be based on my enrollment status (full-time, ¾ time, half-time, and less than half-time). *Contact the financial aid office if you have any questions about your award(s) especially if you are a part-time student (less than 12 credits).
☐		I have notified the financial aid office of all outside scholarships, grants, and other types of student aid I expect to receive.
☐		I have notified the Financial Aid Office that I no longer plan to attend VGCC because I am attending another college or decided not to pursue college at this time.

Keep copies of all materials in your records for future reference.