

The logo for TNFAFSA FRENZY is displayed within a blue rounded rectangular border. The word "TNFAFSA" is written in a bold, sans-serif font, with "TN" in blue and "FAFSA" in green. Below it, the word "FRENZY" is written in a bold, orange, sans-serif font. To the right of "FRENZY" is a blue circular icon containing three white stars, arranged in a triangular pattern.

TNFAFSA
FRENZY

2020-21
Toolkit
for
Educators
School
Counselors
College Access
Professionals



The Free Application for Federal Student Aid (FAFSA) is the key that unlocks federal and state financial aid for Tennessee students. The goal of this guide is to provide information and resources to school counselors, educators, college access professionals, and mentors as they help students navigate the financial aid process. Within these pages, you will find an overview of financial aid and step-by-step instructions on completing the FSA ID and the FAFSA. Additionally, this guide contains printable templates to assist students in completing the FAFSA along with resources that help schools and organizations implement impactful Tennessee FAFSA Frenzy initiatives.

TENNESSEE IS A
NATIONAL LEADER
IN FAFSA FILING
BECAUSE OF YOUR
HARD WORK

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TN FAFSA

Frenzy is a
campaign

**to increase
awareness of
the FAFSA and
financial aid
opportunities.**

Introduction

01

Financial aid is money to help you pay for college. **In order to receive financial aid, you must apply.** Financial aid comes from a variety of sources, including state and federal governments, colleges, organizations, companies, and banks in the form of grants, scholarships, and loans.

About TN FAFSA Frenzy

TN FAFSA Frenzy is the State of Tennessee's FAFSA submission initiative designed to provide educators and students with resources to complete the Free Application for Federal Student Aid (FAFSA) and take an important step in the college-going process.

TN FAFSA Frenzy is in response to the **updated FAFSA timeline that began in 2016** which moves the FAFSA filing window from opening on January 1 to opening on **October 1**. The new time line requires students and families to use tax information from two years ago as determined by the Federal government (what is referred to as "**prior-prior year**").

TN FAFSA Frenzy is also designed to bring together professional resources and best practices from across the state and provide a **toolkit for free resources for your financial aid events**. This toolkit will help you to plan an event that meets the needs of your students and their families. Your TN FAFSA Frenzy event is unique to your school and community; we're here to help you find the resources that fit your needs.

What resources will TN FAFSA Frenzy provide?

TN FAFSA Frenzy is designed to provide tools and resources to Tennessee school counselors and college access professionals to support Tennessee students in completing the FAFSA.

The initiative will include:

- A comprehensive set of resources for counselors and educators
- A statewide FAFSA submission campaign kicking off on October 1

TN FAFSA Frenzy Partners

TN FAFSA Frenzy was developed and organized through a partnership between state agencies and college access organizations that administer financial aid and college access programs across the state.

The following agencies and organizations came together to develop resources for TN FAFSA Frenzy and assist with events held across the state:

- [Tennessee Department of Education](#)
- Tennessee Higher Education Commission and Student Assistance Corporation
- Ayers Foundation*
- tnAchieves*

*Tennessee Promise partnering organization



Timeline for FAFSA Season

October 1, 2020

The 2021-2022 FAFSA application opens online at

www.fafsa.gov.

February 1, 2021

The 2021-2022 FAFSA application deadline for the Tennessee Promise and Tennessee Student Assistance Award programs.

Spring and Summer 2021

Colleges and Universities will ask for FAFSA verification if they need more information. Submit all necessary documents to remain eligible for TN Promise and all other grants/scholarships.

September 1, 2021

The 2021-2022 FAFSA application deadline for the Tennessee HOPE Scholarship (fall term). September 1 is the FAFSA deadline to receive HOPE in the fall semester for ALL STUDENTS; first-time freshmen and continuing HOPE scholars.

February 1, 2022

The 2021-2022 FAFSA application deadline for the Tennessee HOPE Scholarship (spring & summer terms).

When to apply

The FAFSA becomes available online on October 1st of the year before you plan to go to college. For example, if you are entering college as a freshman in the fall of 2021, the 2021-2022 FAFSA is available October 1. It is important to note that college, state, and private financial aid deadlines vary — so make sure you check with your particular college to find out their FAFSA submission deadline. Regardless of the deadline, you should aim to complete the FAFSA as close to October 1st as possible because financial aid dollars are limited and often are awarded on a first-come, first-served basis.

Additional forms that may be required

The FAFSA may not be the only form required to receive an award letter from a school. Some schools require the College Board CSS Profile form or an institution-specific form. You must also complete the college admissions process. Check with each of the colleges and universities you listed on your FAFSA to determine their requirements. Additionally, individual financial aid programs — particularly scholarship programs — often require you to submit an application in addition to the FAFSA.

How Financial Aid Works

Finding Sources of Financial Aid

Very few students receive all of their financial aid for college from one source. When you are searching for financial aid, consider a wide variety of options and apply to as many programs as possible. Here are some common types of organizations that offer financial aid:

- **The government:** The Federal Government offers over \$150 billion in aid each year. Likewise, Tennessee offers millions of dollars to its students. Visit studentaid.ed.gov to learn about federal programs and visit www.tn.gov/CollegePays and www.CollegeforTN.org for Tennessee opportunities.
- **Your college:** Colleges and universities offer financial aid programs for their students. Visit the financial aid webpages of every college you are considering, and apply for all of the scholarships you think you might be eligible to receive.
- **The community:** Non-profit organizations, foundations, and businesses often provide scholarships as a community service. To find these programs, talk to your counselor or check out the scholarship finder on www.CollegeforTN.org.

Types of Financial Aid

Grants

Grants are free money — they don't have to be repaid. Grants come from the State and Federal Government as well as from colleges. Generally, grants are based on financial need, which means that they are awarded based on your family's size and financial circumstances.

Scholarships

Scholarships are also free money and don't need to be repaid. Scholarships can come from a variety of places, from state and federal governments, to colleges, to private companies. Scholarships may be awarded based on your financial need, academic achievement, community service, athletic talent, and many other factors.

Loans

Loans are money that you borrow from a bank, government, or private lending company. A loan must be repaid with interest. Loans offered by the government often have lower interest rates and can be repaid over an extended period of time. Visit www.studentloans.gov for more information.

Work study programs

Work study allows you to receive funds through part-time employment while you are enrolled in college and can help you pay part of your college costs. Unlike other campus jobs, students apply for work study by submitting the Free Application for Federal Student Aid (FAFSA).

Content adapted from Financial Aid 101 by College Foundation of West Virginia

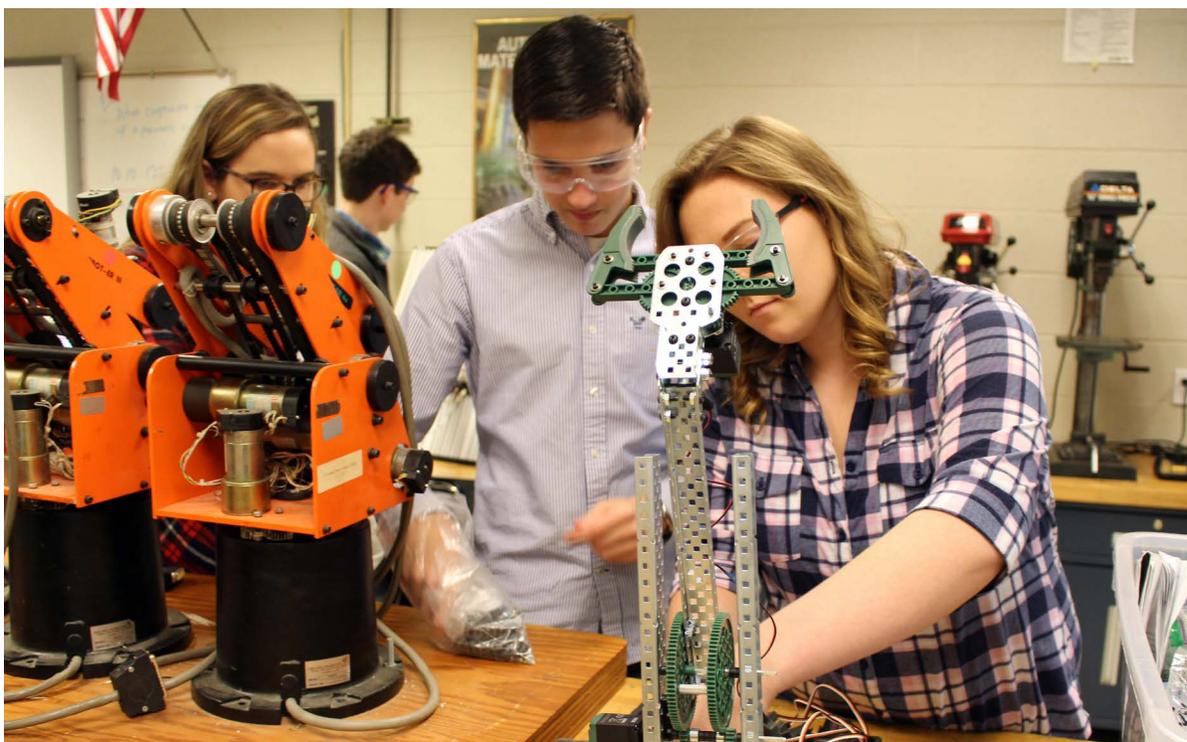
Sticker Price vs. Net Price

Know the difference between “sticker price” and “net price.” A college’s sticker price is the full published cost of attendance. The net price of a college, however, is the cost of attending minus grants and scholarships that you receive. This difference is key, as most students don’t pay the sticker price of a college.

Don’t shy away from applying to a college because the “sticker price” seems too expensive. A college that may have high tuition might just offer you a generous financial aid package. It might end up being even more affordable than colleges that have a lower sticker price!

Want to know how much you might have to pay if you attend a particular college before you even apply? Colleges are required to have “net price calculators” on their websites. So when you’re doing online research, make sure that you fill out the information on these calculators to see an estimate of what your costs would be at that college.

| Example Financial Aid Breakdown | |
|---------------------------------|---|
| Tennessee College Tuition | \$10,000 per year (Sticker Price) |
| Federal Pell Grant | \$6,345 per year |
| HOPE Scholarship | \$3,500 per year (\$1,750 per semester) |
| Total Net Price | \$155 per year |



Grants and Scholarships

The following is a summary of grants and scholarships for Tennessee high school graduates available by college type. Unless noted, the following grants and scholarships require students to file the Free Application for Federal Student Aid (FAFSA) at www.fafsa.gov. Students are encouraged to file as soon as possible after October 1 each year. All amounts presented are based on full-time enrollment.

| | HOPE Scholarship | HOPE with Aspire | HOPE with GAMS | Tennessee Student Assistance Award | Wilder-Naifeh Technical Skills Grant | Tennessee Promise |
|------------------------|---|---|---|--|--|---|
| | HOPE amounts increase during junior & senior years at four year institutions | | | | | |
| Four-Year Institutions | \$1,750 per semester   | \$2,500 per semester    | \$2,250 per semester   | \$1,000+ per semester   |  | Last dollar scholarship. See checklist on next page for more information. |
| Community Colleges | \$1,500 per semester   | \$1,750 per semester    | \$2,000 per semester   | \$650 per semester   |  | Tennessee Promise may be used at TCATs, community colleges, and some four-year institutions that offer two-year programs. |
| TCATs |  |  |  | \$333 per trimester   | \$667 per trimester  | |

-  Renewable
-  Adjusted gross income of less than \$36,000 required
-  Expected family contribution of less than 3500 required
-  21+ ACT or 3.0+ GPA*
-  29+ ACT and 3.75+ GPA*
-  Not applicable

*Final High School GPA calculated per the Uniform Grading Policy. Please ask your school counselor for more information.



@ TNPromise

THEC/TSAC offers free webinars about financial aid in Tennessee. Stay connected with us!

<https://www.youtube.com/channel/UCslxTthCf3WaOPX2RhV5xw>



TENNESSEE Promise

Checklist

+ More Financial Aid

01 Apply to the Tennessee Promise program at www.tnpromise.gov by **November 2, 2020**.

02 Complete the 2021-22 FAFSA by **February 1, 2021** (FAFSA available October 1, 2020).

03 Attend the mandatory meeting coordinated by your county's partnering organization (meeting date TBD).

04 Complete 8 hours of community service between November 3, 2020 and July 1, 2021.

- Ned McWherter Scholarship
- HOPE Access Grant
- Non-Traditional HOPE Scholarship
- Tennessee Reconnect
- HOPE Foster Child Tuition Grant
- STEP UP Scholarship
- Helping Heroes Grant
- Dependent Children Scholarship
- Minority Teaching Fellows
- Graduate Nursing Loan Forgiveness
- Dual Enrollment Grant/GIVE*
- Middle College Scholarship*

**Only available for 11th & 12th grade high school students.*

Visit

www.tn.gov/collegepays for more information.

Please contact your Outreach Specialist with questions and for FAFSA assistance



1 Felicia Orr
615-390-4461
felicia.orr@tn.gov

3 Annie Trout
615-604-0119
annie.trout@tn.gov

5 Eric Farmer
423-326-7198
eric.farmer@tn.gov

7 Rita Turchetta
615-478-5584
rita.turchetta@tn.gov

2 Lori Mitchum
731-571-7888
lori.mitchum@tn.gov

4 Jason Seay
615-319-1740
jason.seay@tn.gov

6 Sam Mullins
931-303-3296
sam.mullins@tn.gov

8 Erika Adams
615-417-0355
erika.adams@tn.gov

FSA ID & FAFSA

02

High school seniors and college students should complete the FAFSA as soon as possible after October 1 every year. Before the FAFSA is completed for the very first time, the student and parent should create separate FSA ID usernames and passwords.

FSA ID

The FSA ID

The FSA ID is a username and password students and parents use to access their federal student aid information and electronically sign the FAFSA.

Before getting started on the FAFSA, it is recommended that students and (when applicable) parents create an FSA ID. If students and parents do not create an FSA ID and choose to print and mail the FAFSA signature page, their FAFSA will take much longer to process.

Knowing Where to Go:

To create an FSA ID, students and parents will need to visit fsaid.ed.gov.

Mobile Number/Email Address:

FSA ID now requires an applicant to enter either a mobile number or email address. We recommend that students use a personal email address rather than a high school account. Often, high school email addresses are deactivated after a student graduates, and this email address will be linked to the student's FSA ID and FAFSA for their college career.

User name and Password:

Username

Your username must be between 6-30 characters long. It must include letters, numbers (for example: newuser13). We recommend choosing a username that is not difficult for you to remember and that you write down your FSA ID username in a safe place.

Password

Your password must be between 8-30 characters long and must include 3 out of 4 of the following: uppercase letters, lowercase letters, numbers, and special characters. As with the username, we recommend choosing a password that is not difficult for you to remember and that you write down your FSA ID password in a safe place.

Inactive Session Warning:

If a user begins creating the FSA ID and is inactive and leaves the window open but does not type or edit fields on the FSA ID page for 15 minutes, an Inactive Session box will appear. The student or parent will need to close the browser and start again with the email, username and password.

Create an FSA ID Manage My FSA ID

Create your FSA ID username and password below.

| | | |
|------------------|---|---|
| Username | <input type="text"/> | ? |
| Password | <input type="password"/> | ? |
| | <small>✔ Numbers ✔ Uppercase Letters ✔ Lowercase Letters ✔ 8-30 Characters <input type="checkbox"/> Show Text</small> | |
| Confirm Password | <input type="password"/> | ? |

CONTINUE >

The FSA ID: Name and Social Security Number

The second step to create the FSA ID is to provide your name, date of birth, and Social Security Number. This information is used to confirm your identity and will be verified through the Social Security Administration (SSA).

With this in mind, it is critical that students and parents enter this information exactly as it appears on their social security card.

If you have any questions about how to input a piece of information, please click on the gray circle with the question mark for more details. If you are concerned about inputting the correct social security number, you can click the box labeled Show Text that will allow you to see what you are typing.

If the student's parent does not have a valid social security number, he or she will not be able to create an FSA ID. In this case, the signature page of the FAFSA will need to be mailed in.



Enter your name and Social Security number exactly as they appear on your Social Security card.

First Name ?

Middle Initial ?

Last Name ?

Date of Birth ?

Social Security Number - - ?

Show Text

CANCEL

← PREVIOUS

CONTINUE →

★ ★ ★ **TNFAFSA FRENZY** ★ ★ ★

EMAIL ADDRESS: _____

PASSWORD: _____

339298

TSAC PORTAL / TN PROMISE

USERNAME: _____

PASSWORD: _____

FSA ID / FAFSA LOGIN

USERNAME: _____

PASSWORD: _____

THEC/TSAC provides free TNFAFSAFrenzy business cards to schools. Just ask!

The FSA ID: Confirming Your Information

Next, the FSA ID will ask the student or parent to provide an email address, mobile number, and mailing address with their city, state, and zip code.

The “I would like to use my phone to receive one-time secure codes if I forget my username or password” statement is automatically selected to encourage the applicant to use this option.

The last question on this page is language preference. Students and parents can select English or Spanish as their preferred language.

| | | |
|-----------------------|--|---|
| Email | <input type="text"/> | ? |
| Confirm Email | <input type="text"/> | ? |
| Mobile Phone | <input type="text"/> | ? |
| Confirm Mobile Phone | <input type="text"/> | ? |
| | <input checked="" type="checkbox"/> I would like to use my phone to receive one-time secure codes if I forget my username or password. I have read and agree to the Terms and Privacy Policy . Message and data rates may apply. | ? |
| Alternate Phone | <input type="text"/> | ? |
| Mailing Address | <input type="text"/> | ? |
| City, State, Zip Code | <input type="text"/> -- <input type="text"/> | ? |
| Language Preference | <input checked="" type="radio"/> English <input type="radio"/> Español | ? |

◀ PREVIOUS

CONTINUE ▶

The FSA ID: Challenge Questions

This step of the FSA ID gives an applicant yet another option to reset the password or retrieve the username if ever forgotten. As a reminder, if an applicant ever resets the password by answering challenge questions, s/he must wait 30 minutes prior to returning to FAFSA. All four challenge questions must be selected from a list.

It is important to note that the answers to the challenge questions are not case sensitive, but that students need to be mindful of if they include a space in their answer. For example, if a student selects the question "What is your favorite color?" it matters whether they responded navy blue vs navyblue.

Challenge Question 1

Answer 1

✔ 3-50 Alphabetic or Numeric Characters Only

Show Text

Challenge Question 2

Answer 2

✔ 3-50 Alphabetic or Numeric Characters Only

Show Text

Challenge Question 3

Answer 3

✔ 3-50 Alphabetic or Numeric Characters Only

Show Text

Challenge Question 4

Answer 4

✔ 3-50 Alphabetic or Numeric Characters Only

Show Text

◀ PREVIOUS

CONTINUE ▶

The FSA ID: Verifying Your Phone Number and Email

At this point, the student or parent will be asked to verify their phone number (if they chose to provide it) and verify their email address.

First, you will verify the phone number. You will receive a text message that will read: "FSA: Your FSA ID temporary secure code is _____. Enter this online to verify your mobile phone number." The temporary secure code will be 6 digits long.

Next, you will verify the email address. To do this, you will receive an email with the subject line, "Important: Your FSA ID E-mail Validation - Action Required" from FSA-ID@ed.gov. This email will also have a 6 digit code.

Verify Your Mobile Phone Number

You must verify your mobile phone number before you can use it for account recovery.

Important: If you do not verify your mobile phone number you will not be registered to receive text messages from us and you will not be able to use your mobile phone to reset your password, retrieve your username, or unlock your account.



Enter the Secure Code

A text message containing a secure code was sent to your mobile phone. Enter it below and select SUBMIT. The secure code will expire after 30 minutes and you will be required to [request a new secure code](#).

Note: It may take a few minutes for the text message to arrive.

 Secure Code

CANCEL

[Skip Registration and Verification](#)

SUBMIT

Verify Your E-mail Address

You must verify your e-mail address before you can use it for account recovery. An e-mail containing a secure code was sent to your e-mail address on file.

Important: If you're accessing your e-mail via the Web, **make sure to open a separate browser tab or window**. If you did not receive an e-mail, you can [request a new secure code](#).



Enter the Secure Code

Enter the secure code below and select SUBMIT to verify your e-mail address. After you verify your e-mail address, you can use it as your username when logging in.

Note: It may take a few minutes for the e-mail to arrive. Check your junk folder if you cannot find the message in your inbox. Some e-mail providers require that you add an e-mail address to your address book before you can receive any e-mail from that address. To ensure that our messages can be delivered to your inbox, enter our originating e-mail address, FSA-ID@ed.gov into your address book.

 Secure Code

CANCEL

[Skip Verification](#)

SUBMIT

Completing the FSA ID

Students and parents should see the following screen to indicate that their FSA ID has been successfully created. They are now able to use this FSA ID to sign the FAFSA electronically.

FSA ID Created

You have successfully created your FSA ID. You can now use your FSA ID to complete and electronically sign your *Free Application for Federal Student Aid* (FAFSA®; www.fafsa.gov).



- Your FSA ID username and password have been created. We will send your information to the Social Security Administration (SSA) for verification. This takes 1-3 days, during which time you can use your FSA ID to complete and electronically sign your *Free Application for Federal Student Aid* (FAFSA®) at www.fafsa.gov.
- Once your name, Social Security number, and date of birth are verified with the Social Security Administration (SSA), you can then use your FSA ID to access these Federal Student Aid systems:
- Free Application for Federal Student Aid** at www.fafsa.gov:
- Pre-fill data in this year's FAFSA if you filed a FAFSA last year.
 - Make online corrections to an existing FAFSA.
 - View or print an online copy of your Student Aid Report (SAR).

FSA ID Worksheet

An example FSA ID worksheet is provided below. An additional FSA ID worksheet is provided in section 5. These can be used at FAFSA Frenzy events to help students and parents keep track of their FSA ID information.

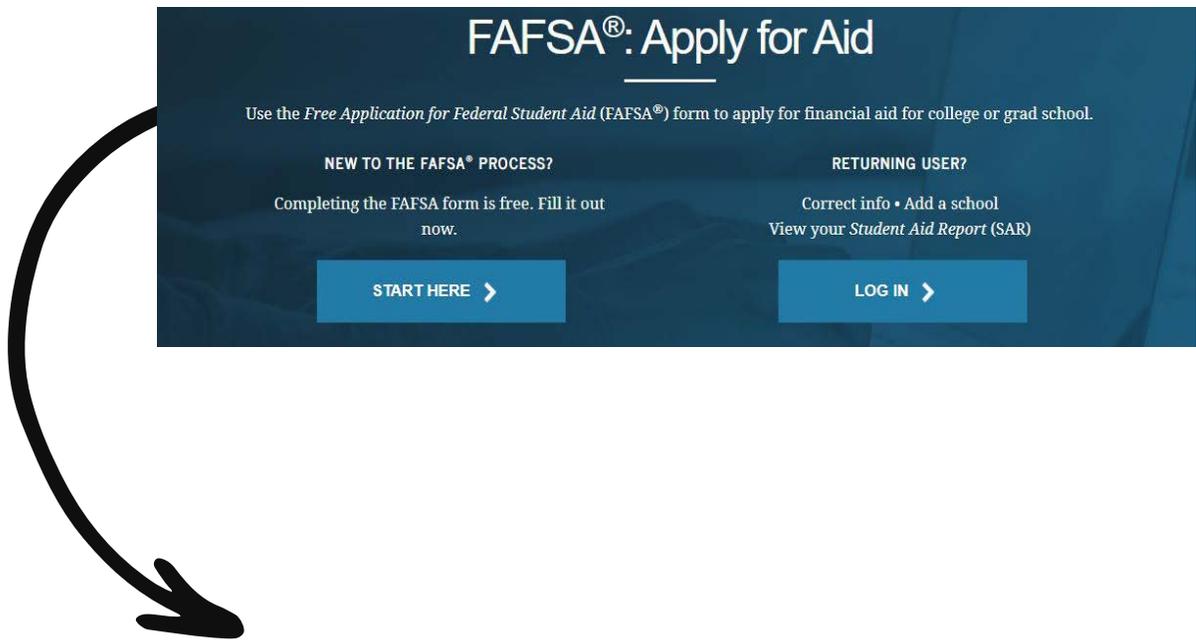
| <i>Student</i> | | <i>Parent</i> | |
|-----------------------------|--|-----------------------------|--|
| <i>User name</i> | | <i>User name</i> | |
| <i>Password</i> | | <i>Password</i> | |
| <i>Email Address</i> | | <i>Email Address</i> | |
| <i>Phone Number</i> | | <i>Phone Number</i> | |
| <i>Challenge Question 1</i> | | <i>Challenge Question 1</i> | |
| <i>Challenge Answer 1</i> | | <i>Challenge Answer 1</i> | |
| <i>Challenge Question 2</i> | | <i>Challenge Question 2</i> | |
| <i>Challenge Answer 2</i> | | <i>Challenge Answer 2</i> | |
| <i>Challenge Question 3</i> | | <i>Challenge Question 3</i> | |
| <i>Challenge Answer 3</i> | | <i>Challenge Answer 3</i> | |
| <i>Challenge Question 4</i> | | <i>Challenge Question 4</i> | |
| <i>Challenge Answer 4</i> | | <i>Challenge Answer 4</i> | |

FAFSA

The FAFSA Homepage and Getting Started

The FAFSA homepage, www.fafsa.gov, allows users to choose from two options: NEW TO FAFSA PROCESS or RETURNING USER?

New users will be most high school seniors and adult learners who are planning to enroll in higher education for the 2021-2022 school year. Returning users will be currently enrolled higher education students who are looking to correct their current academic year's FAFSA or send their completed FAFSA to a new school.

A screenshot of the FAFSA login page. At the top, it says "Login". Below that, it says "Log in to the FAFSA". There is a paragraph of text: "Only students may use their FSA ID to log in. Parents and others can start a FAFSA for a student by entering the student's identifiers. Parents and others can also work on a FAFSA form or correction the student started using the Save Key that the student made. [Help for parents.](#)". There are two radio button options: "I am the student" (which is selected) and "I am a parent, preparer, or student from a Freely Associated State". There is an "OR" button between them. At the bottom right, there is a "NEXT" button with a circular arrow icon. In the top right corner, there is a box that says "Form Approved OMB No. 1845-0001 App. Exp. 12/31/2021". At the bottom left, it says "Site Last Updated: Sunday, September 29, 2019". At the bottom right, it says "Download Adobe Reader".

Users are given two options for beginning the FAFSA.

They can select "I am the student" or "I am a parent, preparer, or a student from a Freely Associated State."

Selecting "I am the student," reveals a screen that asks the student to log in with their FSA ID. Students who do not have an FSA ID can click "Create one" & follow the steps on the following pages.

TN FAFSA Frenzy recommends that both the student and one parent create an FSA ID before beginning the FAFSA. This will save students and families time when it is time to sign and submit the FAFSA.

The screenshot shows the 'Login' page for the FAFSA. At the top, there is a dark blue header with the word 'Login' in white. Below the header, the page is titled 'Log in to the FAFSA'. A small box in the top right corner contains the text: 'Form Approved OMB No. 1845-0001 App. Exp. 12/31/2021'. The main content area has two radio button options: 'I am the student' (which is selected) and 'I am a parent, preparer, or student from a Freely Associated State'. Below these options, there is a warning: 'Do not log in with the FSA ID if you are not the student. Don't have an FSA ID? [Create one](#) or login using the [student's identifiers](#).' There are two input fields: 'Student's FSA ID Username, E-mail Address, or Mobile Number' and 'The student's FSA ID Password'. Each field has a 'Forgot' link below it. A 'NEXT' button is located at the bottom right of the form.

Selecting the "I am a parent, preparer, or a student from a Freely Associated State," is another option for beginning the FAFSA. It reveals a screen that asks for a student's name, social security number, and date of birth.

It's possible to fill in the required student, parent and financial information for the FAFSA by selecting this option, BUT the student will still need to create an FSA ID in order to electronically sign and submit the FAFSA.

The screenshot shows the 'Login' page for the FAFSA. At the top, there is a dark blue header with the word 'Login' in white. Below the header, the page is titled 'Log in to the FAFSA'. A small box in the top right corner contains the text: 'Form Approved OMB No. 1845-0001 App. Exp. 12/31/2021'. The main content area has two radio button options: 'I am the student' and 'I am a parent, preparer, or student from a Freely Associated State' (which is selected). Below these options, there are four input fields: 'The student's first name', 'The student's full last name', 'The student's Social Security Number' (with a 'Show SSN' checkbox and a help icon), and 'The student's date of birth (mmddyyyy)' (with a help icon). A link 'From a Freely Associated State?' is located below the SSN field. A 'NEXT' button is located at the bottom right of the form.

Tips for the Online FAFSA Form

The online FAFSA form has a “timeline” that runs across the top of the screen that indicates your progress along seven defined steps for completing the FAFSA, beginning with Student Demographics.

All students, from high school seniors to adult learners and Tennessee Reconnect scholars, will need to fill out the Student Demographics, School Selection, and Dependency Status sections. Based on the dependency status section, the student may be asked to provide parent demographics and financial information if the student is deemed to be “**Dependent**” as opposed to “**Independent**.”

The dependency status checklist in section 5 can be used to help students determine if they are classified as dependent or independent

Personal Information for Student

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.

Your Social Security Number
966-10-3020

Your first name
John

Your middle initial

Your last name
Lastname

Your date of birth
04/19/2001

PREVIOUS NEXT

The FAFSA “timeline” shows which section of the FAFSA you are currently filling out.

This label will indicate whether to fill in student or parent information in each section.

Confused about what a certain line of the FAFSA is asking for? Click the question mark button to look for help and clarification.

Click NEXT when you’re ready to move to the next page. If you need to go back to a page, click PREVIOUS.

Submitting the FAFSA

How do I know the student has submitted the FAFSA?

When a student has completed all of the necessary fields of the FAFSA, it will come time for student (and parent, if the student is a dependent) to sign the FAFSA using their FSA ID. After the FSA IDs are used successfully, the following screen will appear:

Congratulations, John!
Your FAFSA was successfully submitted to Federal Student Aid.

Confirmation Number: F 12010403708 10/04/2019 12:24:23

Data Release Number (DRN):9999

What Happens Next

- You will receive an e-mail version of this page.
- In 3-5 business days, you will receive an e-mail notifying you that your FAFSA was processed.
- Your FAFSA information will be made available to your school(s), and they will use it to determine the aid you may be eligible to receive.
- Your school(s) will contact you if they need more information or when they are ready to discuss your financial aid award.
- If you have questions about your financial aid package, contact your school(s).

An abbreviated version of your confirmation page has been sent to you at the e-mail address:
newuser@fafsademo.com

[PRINT THIS PAGE](#)

[Expand All](#)

> **Estimated** Expected Family Contribution (EFC) = 999999

> **School(s) on your FAFSA:**

This page provides students a confirmation number and a data release number (DRN) at the top. The DRN can be provided to a customer service representative to make certain changes to your Free Application for Federal Student Aid (FAFSA) information. These changes include: permanent mailing address, e-mail address, phone number, school code, and housing plan.

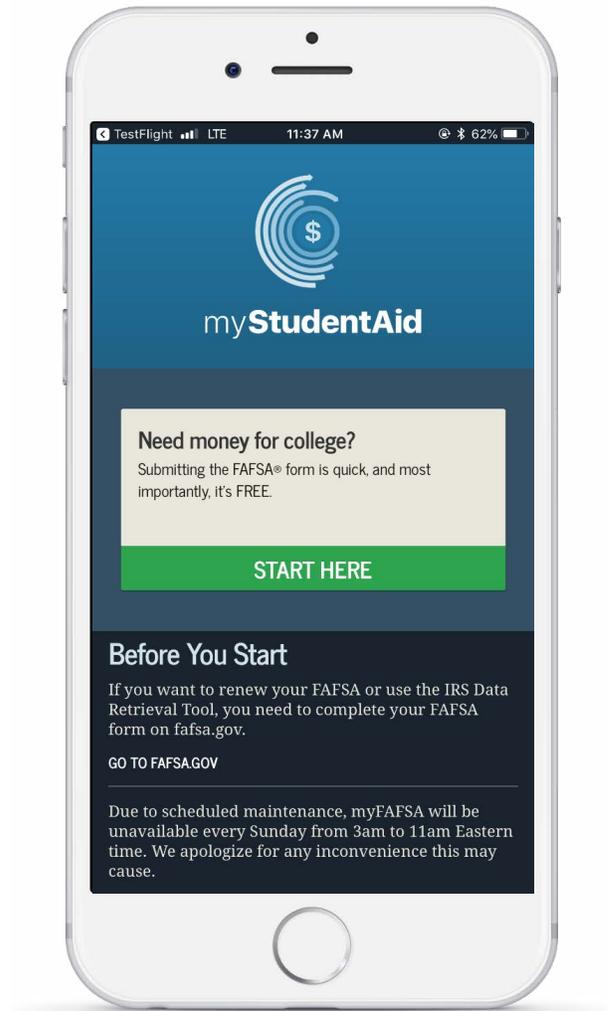
You should not give your DRN to anyone unless that person is a financial aid administrator or customer service representative and you are either adding colleges or changing data on your FAFSA.

At the bottom of the screen, students can view their estimated expected family contribution or EFC. After your application is fully processed, you will receive a Student Aid Report (SAR) with your official EFC. The SAR will be sent to a student's email within 3-5 days if the FAFSA is electronically signed with a student's FSA ID and if the student provided an email address. If a student mails in the signature page for the FAFSA rather than signing electronically with the FSA ID, it can take 6 weeks to receive the SAR.

Note: Neither your estimated EFC (on the Confirmation Page) nor your official EFC (on the SAR) is the amount of money your family will have to pay for college nor is it the amount of federal student aid you will receive. It is a number used by your college to calculate the amount of federal student aid you are eligible to receive.

myStudentAid Mobile App

FAFSA provides the myStudentAid app for Apple and Android devices giving families yet another way to submit the application. For some families, the app has become the preferred method for submitting the FAFSA over the traditional website experience.





**TN FAFSA
Frenzy Events**

03

Hosted on high school campuses or at other locations in the community,

TN FAFSA Frenzy events provide students and parents with an opportunity to receive assistance filing their FAFSA. Learn everything you will need to plan a FAFSA Frenzy event in this section.

EVENT

PREP

PART I: Event Preparation

Planning for Your Event

Location & Room Set Up

FAFSA Frenzy events most frequently take place at high schools. However, some schools have begun to host events at community centers or have partnered with employers to host FAFSA events in workplaces to help increase convenience for and participation of parents. Host your FAFSA Frenzy event in a location that will work best for your students and parents.

To file the FAFSA, students and parents will need to access the following websites. Make sure they are displayed visibly in the room written on a white board or chart paper.

- FSA ID: fsaid.ed.gov
- FAFSA: www.fafsa.gov

Technology

To file the FAFSA, students and parents will need access to a computer with reliable Internet access. Consider hosting your event in a computer lab or library.

Schools have different policies and permissions when it comes to the Internet and email. Students and parents will need to access their email accounts when filing the FAFSA. Talk to your school's IT leader to make sure sites like Gmail, Hotmail, and Yahoo are not blocked.

Students and parents can also file the FAFSA using the myStudentAid mobile app. For more information, see page 28.

Timing

Many schools choose to host FAFSA Frenzy events during school hours and allow all students to complete their FSA ID and the student portion of the FAFSA during a class period. Others choose to host events after school to maximize parent participation. Some schools have also chosen to set

individual FAFSA appointments for students and parents to come in and complete the FAFSA one-on-one with the help of a counselor.

Tools to Have Available at Your TN FAFSA Frenzy Event

Computers with internet access

A FAFSA Expert

Invite your regional TSAC Outreach Specialist or a financial aid representative from your local postsecondary institution.

Volunteers

Volunteers can help with filing the FAFSA, assist with signing in students and parents and distributing materials, or provide entertainment for younger siblings.

Implementation Idea Post-it Signals

Prepare your sign in table volunteer to greet students and families and ask them about where they are in the FAFSA process. Has the student already created an FSA ID at school? Does the parent have an FSA ID that they have used for an older child who is in college? The volunteer or the student can write on a Post-it a quick note, "Dad has an FSA ID, Mom needs to create hers."

Post-it notes are also great as a help signal when you've got a computer lab full of students and parents. Students can stick a post it on the corner of their computer screen as a sign that they need help, or that they are done and ready to print their confirmation page.

Printers

It is a good idea to have students print their confirmation page after they have completed the FAFSA.

Sign In/Sign Out Sheets

Having students and parents sign in and out will help you know how well your event was attended and to track success of the event. A sample sign in/sign out sheet can be found in section 5.

FAFSA Handouts and Resources

The following handouts, available in section 5, could be helpful to print for students and parents. More are available on TNFAFSAFrenzy.gov and <https://financialaidtoolkit.ed.gov/tk/>

- **FSA ID Worksheet:** This worksheet can be given to students to help them keep track of their FSA ID username, password, and challenge questions
- **Who's My Parent?** Infographic: This infographic helps students identify who should fill out the parent portion of the FAFSA.
- **Dependency Status Checklist:** This checklist helps students determine if they should file as an independent or dependent student.
- **Why File the FAFSA One Pager:** Designed for parents, this one-pager helps explain the benefits of filing the FAFSA.

Checklist for the day before and day of your event

- Follow up the day before the event with any media you have invited.
- Reach out to all invited guests letting them know any logistical information they need to come to your event, such as where to park, who will greet them, and any materials they should bring.
- Confirm your reserved space is available for the event. If possible, check computers and other technology the day before the event to ensure everything is in working order.
- Remember to take pictures during your event and upload them to Facebook, Twitter, Instagram, etc., using the hashtag #TNFAFSAFrenzy.
- Send thank you letters to individuals involved such as volunteers, school administration, catering, businesses, higher education institutions and guest speaker(s).

VOLUNTEERS

PART II: Recruit Volunteers

Using Volunteers

Volunteers at a FAFSA Frenzy event can help by providing additional support to students and families, bringing new perspectives on financial aid, and helping families feel more comfortable with the FAFSA process.

The FAFSA filing process involves sensitive information and parents often need to share personal details including their income and tax information. This discomfort can be a barrier to completing the FAFSA, particularly in small communities. By bringing community partners as volunteers, your school could put parents and students at ease knowing that they can receive help but not necessarily from someone in their town/community with whom they are not comfortable sharing earnings information.

Finding Volunteers

There are countless places to recruit volunteers. Consider the following:

- Your TSAC Outreach Specialist
- Financial Aid Representative(s) from Local College. When you reach out to this group, make sure to mention how many of your students have enrolled in their college!
- Tax Organizations, for example H&R Block, that provide free tax assistance to community members.
- Teachers and School Staff
- Other College Access Organizations in Your School/Community. For example, EdSouth, Conexion Americas, the Oasis Center, etc.

An example [volunteer recruitment letter](#) can be found here.



Preparing Volunteers

Some volunteers will need some training before your event to ensure that they feel prepared to help students and families, and so that they can provide the right information to attendees.

Make volunteer training as convenient as possible for your volunteers. Consider hosting a lunch and learn at their place of business or send out resources and webinars to your volunteers that they can review to prepare in advance. Here are some resources that might be helpful:

- This guide
- [The Federal Student Aid Toolkit](#)
- Webinars on [TNFAFSAFrenzy.gov](https://www.tnfafsafrenzy.gov)
- Financial Aid Overview Videos
 - Federal Financial Aid: https://www.youtube.com/watch?v=0WoHSSai_m0&feature=youtu.be
 - State Financial Aid: <https://www.youtube.com/watch?v=Cm-zsUqLThE&feature=youtu.be>
 - Institutional and Private Aid: <https://www.youtube.com/watch?v=DswwWvCaovg&feature=youtu.be>

 John Overton High School invited Deloitte to partner with them on their FAFSA night. Not only was it a great way to encourage families to attend and get tax help, but a wonderful way to engage businesses working in the community.

BEST PRACTICE
HIGHLIGHT

ENCOURAGE

PARTICIPATION

Encourage Participation

Getting the word out about your TN FAFSA Frenzy event is critical to maximizing participation and ensuring success. In this section, you will find resources to help you promote your event to students and parents.

Social Media

Reaching out on social media can be one of the best ways to reach your students and their parents.

The Tennessee Promise Facebook and Twitter accounts will have posts that you can repost with messages tailored with information relevant to your event. Our hashtags are #TNFAFSAFrenzy and #TNPromise.

Here are a few Twitter and Facebook accounts you can follow to gather some material:

Federal Student Aid

www.facebook.com/FederalStudentAid

Twitter: @FAFSA

Tennessee Department of Education

www.facebook.com/TennesseeEducation

Twitter: @TNedu

Tennessee Promise

www.facebook.com/TNPromise

Twitter: @TNPromise

Tennessee Higher Education Commission & Student Assistance Corporation

Instagram: @TNHigherEd

Twitter: @TNHigherEd

The Ayers Foundation

www.facebook.com/theayersfoundation

tnAchieves

www.facebook.com/tnAchieves

Twitter and Instagram: @tnAchieves

Form Your Future

www.facebook.com/FormYourFuture

Twitter: @FormYourFuture_

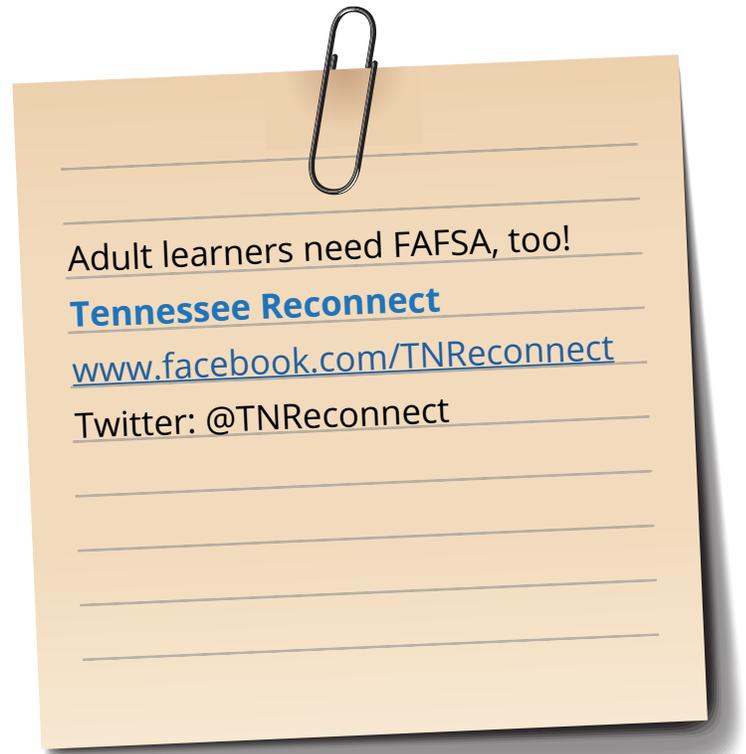
Instagram: @formyourfuture

Try using Facebook, Twitter, or any other social media tools where your school can reach your student community. Encourage students to post themselves at your events, but be sure that students know not to post sensitive information such as their social security number.

Example tweet:

Congrats to <student twitter handle>, <another student handle> for filling out the @FAFSA and getting ready for college! #TNFAFSAFrenzy

For more examples of Tweets, check out our accounts by clicking the embedded links to the left.



Text messages

Many schools or districts now have text messaging platforms to reach students and families via automated text messages. This can be a great way to reach students and parents to remind them about FAFSA deadlines and your TN FAFSA Frenzy event.

Sample texts:

Need \$ for college? File your FAFSA! Bring your parents to TN FAFSA Frenzy <date/time> and get help filing your free form.

Ready for TN FAFSA Frenzy? <Date and time> Come get your FAFSA done for TN Promise, scholarships and more!

Robo call script

Does your school have a robo call system? Consider including your TN FAFSA Frenzy event in a robo call to senior students and their families.

Sample script:

Hello! You're invited to a financial aid night on <date> at <location and time> where your student can complete the form needed to access scholarships, federal aid and Tennessee Promise. Volunteers from <partner locations> will be on site to assist you with the form. See you on <date>!

Marquee message

Many high schools have a marquee in front of the school that many students and parents see every day. Check with your school to see if you can add a message about TN FAFSA Frenzy to the marquee.

Sample marquee message:

TN FAFSA Frenzy
File yours <date>

Got 30 minutes?
Get \$\$ for College!
TN FAFSA Frenzy <date>

Utilize CollegeforTN.org

CollegeforTN.org provides multiple easy ways to reach out to students and parents about your TN FAFSA Frenzy event. Personalize your announcement to be sent out to students and families in the form of:

- Emails through CollegeforTN.org
- Updates through CollegeforTN.org site from landing page
- Send a survey to parents to assess participation
- Link to the event from the community calendar



**BEST PRACTICE
HIGHLIGHT**



Morning Announcements

You can use the following sample announcement:

<Date>

Contact: <Name>, <Title>

<Your High School>

<email address of contact>

Need money for college? We can help with that! Our school is hosting a financial aid workshop on <insert date> at <insert time>. The workshop will be held <insert building/room>. Financial aid experts will be on hand to answer questions about state and federal financial aid, including the Tennessee Promise scholarship. They'll also cover how to fill out the FAFSA and other financial aid forms. Any student planning to pursue a certificate program, a two-year college degree, or a four-year college degree should attend. Can't make it? You can always learn more about financial aid on the state's free college-planning website and college-going portal, www.CollegeforTN.org.

Informational Flyer

Post flyers around your school and consider having them available at other events before your TN FAFSA Frenzy event, such as football games or parent/teacher conferences.

Partner with Teachers

Ask for time in senior classes to talk about the importance of filling out the FAFSA in order to access financial aid for college.

Parent Outreach

Sending a Letter Home

Email is great, but sometimes there's a real benefit to sending a letter in the mail to parents and families. Angela "Hoppy" Merryman, a GEAR UP TN site coordinator in Anderson County, sends home parent letters at targeted times during FAFSA season. A sample of this letter can be found in section 5.

As told by Hoppy Merryman:

"I use this for students who have incomplete or no FAFSAs in late December. The dollar amounts are based on the cost of 2 years of community college tuition that may be gained from meeting the TN Promise deadline up to the amount a student might get if they were Pell & Hope eligible attending a 4 year private college. The check boxes at the top allow me to address the idea of unsigned FAFSAs as well as ones that have not been started. During the holidays when school is out, parents have more time to work on finding their taxes and completing the form or even read mail. I get texts and calls after the letters are sent as parents come to realize they are later than over 200 parents who are already finished. If a letter is returned by the post office, I take it to the grade level principal who calls and asks for the new address and explains that the FAFSA needs to be done for the student."

Sample Parent Letter for Class of 2021 Parents

December 20, 2020

Dear Parent,

Your 2021 senior _____ is in danger of missing out on \$8400 to \$14,115 in college scholarships and grants for technical college, community college, or a four-year university. According to federal and state reports submitted to **School District Name** your student's current FAFSA (Free Application for Federal Student Aid) status is:

____ FAFSA has not been submitted

____ FAFSA has been filed without signatures

____ FAFSA has been filed for the wrong year (must be a 2021-2022 FAFSA)

Your student's FAFSA needs to be filed by **Internal Deadline** to be cleared for the TN Promise scholarship (2 years free tuition) and to qualify for state grants. I would be thrilled to help you complete this form. Unless a student is in foster care or court guardianship we must use parent income information. This is why we are contacting parents. Your role in helping your student attend college is crucial to completing this FAFSA.

Please give immediate attention to this important task necessary for all seniors. You may call **Phone Number** for an appointment. Appointments are being made for **Dates** The forms can also be done independently and are located at fsaid.ed.gov and fafsa.gov if you would like to do this from home. **Over 200 parents** have received help with this process this year. Please do not let this form be the reason your child cannot attend college- call now. It may be the greatest gift you give your son or daughter this season!

Thank you!

Set Up Parent Appointments

Setting appointments for students and parents to come in and receive assistance filing the FAFSA has proven to be a very effective strategy in some schools. For example in Campbell County, GEAR UP TN Site Coordinator Monica Bane uses an appointment system to engage parents and provide individualized assistance at Campbell County High School and Jellico High School. A sample of this letter can be found on the next page.

As a GEAR UP TN site coordinator, Ms. Bane is able to devote time during the school day (and often after the school day) to FAFSA. While your school may not be able to fully replicate her model, consider what ideas from her FAFSA strategy you can implement. Are there any incentives, like graduation regalia or prom tickets, that your school can use to encourage student and parent participation? Could you divide your FAFSA workshop into two sections, inviting families with last names A-M to one shift and N-Z to the second shift?

As told by Monica Bane: "We make every student an appointment time. I use the class roster and just schedule back-to-back, alphabetically. We stamp the time and date on their class schedule and give each student a handout when they pick up their class schedule."

"We mail the handout with info to the parent mid-September with the time and date. I also post the appointment time and date list on the GEAR UP bulletin board in the hallway. We send reminder texts about the appointments and put it on the school website. I put my email and cell number on the handout and tell parents to contact me if they need to reschedule. We make appointments all day, every day, the entire month of October and 3 evenings until 7. We offer to purchase their diploma with GEAR UP funds if 1 parent and the student attend the meeting with all of the required paperwork. I would estimate a 35% no show rate. Some of those include students that have dropped out or moved and I was unaware of it at the time I made the appointments."



Sample Appointment Card for Class of 2021 Parents

Earn a FREE Diploma and Diploma Cover

Parent and Student **MUST** attend a scheduled appointment. You will complete a financial aid form (FAFSA) and college/tech school application.

Items needed for your appointment:

1. 2019 tax return for parents and student (if you filed)
2. W2 forms for parents, if they filed jointly
3. Email address for one parent and the student
4. Social security number for one parent and the student
5. Parent username and password (if you completed a FAFSA in the past five years for yourself or an older child, you will already have one)

If parent and child attend the scheduled appointment below, bring the items needed, and complete the FAFSA, GEAR UP will purchase the student's diploma and diploma cover. If parent and student do not attend the scheduled meeting, you will **NOT** receive a free diploma and cover.

If you are unable to attend at the appointed time, please reschedule as soon as possible, time slots are limited and will fill up quickly. All appointments must be completed in October.

Target Your Outreach

The Tennessee Student Assistance Corporation offers tools to help you determine which students have completed the FAFSA. Specifically, reports are available in e*GRandS that will allow you to pull lists of students with FAFSA information. One of the easiest ways to track FAFSA submission in e*GRandS is to pull your Tennessee Promise report or your FAFSA by High School Report. These reports allow you to determine which students have completed the FAFSA, and you can use this information to target your outreach.

Instructions for pulling the TN Promise and FAFSA by High School Reports can be found in section 5.

January 18 - February 1

Finish the Frenzy

In Tennessee, we encourage every student to submit the FAFSA as early as possible.



STILL, WE KNOW THAT MANY STUDENTS WILL DELAY SUBMITTING THE FAFSA UNTIL THE TENNESSEE PROMISE ELIGIBILITY DEADLINE ON FEBRUARY 1.

In order to reach as many students as possible, we encourage all schools to consider how the final two school weeks before the Tennessee Promise deadline can be used to reach those students who have not yet submitted the FAFSA.

Additional resources will be released via the TNFAFSAFrenzy.gov website, but one idea that can easily be implemented in classrooms is a “FAFSA Countdown” that includes the number of days left to submit the FAFSA and the amount of potential financial aid dollars a student could lose if they don’t submit the FAFSA. This can also be done on Instagram.

Sample FAFSA Countdown Message

Today is Wednesday, January 20, 2021

There are **10** school days left to submit the FAFSA for the TN Promise deadline.

What’s the FAFSA worth next year?



Pell Grant: Up To \$6,345

TN Promise: Up To \$4,000

Hope Scholarship: Up To \$3,500

Best Practice Highlight: Scheduling Innovations

Austin East High/Magnet Our initial Frenzy was held in the school library in combination with Financial Fitness night. Families were invited via postcard, robocall home to parents, Social Media posts, and flyers around the school to come out and get resources for financial fitness, home loans, budgeting, saving, along with FAFSA assistance and information about the different types of aid available to students for postsecondary education. Light refreshments were served as well. FAFSA workshops were held every other Thursday in the Library until the deadline. FAFSA workshops were informal by appointment or walk in.

Brainerd High School We had students from the senior Civics class visit the senior room during the course of the whole day. We were able to get a lot of students started and even some complete that day. Eric Farmer from TSAC, Blair Ryan (Chatt State), Andrew Smith (Bryan College), and Upward Bound staff came to assist. We had candy and all types of sugary sweets, and FAFSA stickers as rewards for participating.

Camden Central High School We sent letters to all Senior students and their parents giving them options to either

1. File FAFSA themselves (detailed instructions and website provided)
2. Scheduled an appointment for individual help--dates and times were provided, they just had to select when they were coming.

After the appointment dates had passed, we had another event where anyone who needed help could show up and complete the FAFSA. Anyone who was still left that had not submitted was called up one by one and we either called their parent to come in and complete their part or submitted without parent info for those whose parents were unavailable.

City University School of Liberal Arts We allowed our Seniors to Create their Username(s), Password(s), Save Key(s) and complete the student portion of the FAFSA a week (September 28-31, 2019) in advance to start the process of the FAFSA application. However, all of our seniors were required to complete the FAFSA during the week of October 1-4, 2019. If the parents needed additional help to complete the parent portion, they had the opportunity to visit the school and get the assistance needed in our Parent Center, Computer Lab or the Senior Seminar Class with the help of the Senior Seminar Educator/School Counselor.

TRACKING SUCCESS

Tracking the Success of Your TN FAFSA Frenzy Event

Setting goals for your FAFSA event

Before you host your TN FAFSA Frenzy event, think about what would make the event a success for you, your school, and your students.

Some goals you can set for the event include:

- Number of student attendees
- Number of parent/family attendees
- Ratio of people who signed up vs. people who attended the event
- Number of FAFSAs filed at event
- Number of FAFSAs filed the week of and the week after the event
- Number of volunteers at the event
- Number of higher education institutions participating

If this is the first year you've held your event, set goals that you think are attainable and that will help to really make your event a success. If you've hosted the event before, consider goals that encourage growth for the event, such as increasing attendance by five percent over the prior year.

So where do you start in setting a goal for FAFSA season? 100% is a great goal to work toward, but you can also set more incremental goals each year. Many schools like to set their goals by looking at their FAFSA submission rates from the prior year.

Utilize www.TNFAFSAFrenzy.gov to determine what your school's FAFSA submission rate was for the year before. You will also be able to see the FAFSA submission rates of nearby schools, and we encourage you to reach out to your colleagues to hear about how they were able to achieve their FAFSA submission rates. The information on the next page provides an overview of the data that is available on TNFAFSAFrenzy.gov

Registration

You may want to encourage attendees to register ahead of time for your TN FAFSA Frenzy event. Registering ahead of time can help you plan for the event and know how many people are likely to attend. You can also send information to registrants ahead of time, such as the "What to Bring to TN FAFSA Frenzy" checklist.

Sign-in sheets

Sign-in sheets are important to measuring the success of your event and for helping you to follow up with students and families who attended the event. You can use the sign-in sign-out sheet provided at the end of this handbook or create your own.

Report out your best practices

What went well at your event? What tips and ideas should other schools know? What didn't work that you plan to change next year?

We love to hear what your best practices are from your TN FAFSA Frenzy event so we can share them with other schools and continue to grow TN FAFSA Frenzy statewide! Email your best practices to Suzette Telli at the Tennessee Higher Education Commission at suzette.telli@tn.gov.



TN FAFSA Frenzy Data Overview

Tennessee Promise FAFSA Filing Data

Data Source: TSAC/e*GRandS, <https://cliplink.tsac.tn.gov/signon/signon.aspx>

About the Data: When students apply for the Tennessee Promise scholarship, they do so through the TSAC Student Portal. Each student creates an account with pertinent information to identify them in e*GRandS. e*GRandS then matches TN Promise applicants to their FAFSA records, which TSAC receives daily from the U.S. Department of Education's Office of Federal Student Aid, beginning in late October.

Pulling Student-Level Data: Once a student completes a Tennessee Promise application, you will be able to see that student when you pull the TN Promise report in e*GRandS. This report provides student level data for your high school. Through this report you are able to determine which TN Promise students have filed their FAFSA and their FAFSA filing date.

Data Updates: New data is updated in e*GRandS every day, but there is usually a 3 day processing period between when a student submits the FAFSA and when the FAFSA filing date is visible in this report. If a student's FAFSA filing date does not appear on your TN Promise report after 3 days, it may be because the FAFSA is still processing or the student used a different SSN on the FAFSA versus the TN Promise application. Contact your TSAC Outreach Specialist with any questions.

Data visualizations on TNFAFSAFrenzy.Gov will be updated every 2 weeks.

TNFAFSAFrenzy.gov Data Visualizations: In an effort to provide the most up-to-date data, data visualizations on TNFAFSAFrenzy.gov will display TN Promise FAFSA filing data ONLY through the TN Promise FAFSA filing deadline of February 1st. If you would like to review FAFSA filing data for all of your students please review the information about FSA FAFSA Filing Data below.

TNP FAFSA Filing by County and by High School: The percentages displayed on the high school visualization are calculated by dividing the total number of Tennessee Promise Applicants by the total number of Tennessee Promise FAFSAs submitted using data from e*GRandS.

Federal Student Aid (FSA) FAFSA Filing Data

Data Source: Federal Student Aid (FSA), <https://studentaid.ed.gov/sa/about/data-center/student/application-volume/fafsa-completion-high-school>

About the Data: Federal Student Aid provides high schools with current data about their FAFSA submissions and completions so that high schools can track their progress and help to ensure that their students complete a FAFSA. To enable high schools to track their progress, FSA regularly updates estimates for the first 15 months of the application cycle and will cover October of one year through December of the following year.

This data includes the number of students (age 19 or younger based on an FSA determined cutoff date) who are first-time filers of the FAFSA. This report will not include student level data, i.e., it will not list students' names, only the number of students.

FSA defines a senior as a student who is filing the FAFSA for the first time, is no older than 19, and who will have received their high school diploma by the start of the school year for which they are applying for aid.

Pulling Student Level Data: The FAFSA by High School report available in e*GRandS will display a list of all students who have filed the FAFSA, not just TN Promise applicants.

Data Updates: New data is updated in e*GRandS every day, but there is usually a 3 day processing period between when a student submits the FAFSA and when s/he is visible in this report. If a student does not appear on your FAFSA by High School report after 3 days, it may be because the FAFSA is still processing or the student's SSN on the FAFSA does not match with the SSN reported on the ACT/SAT test record. Contact your TSAC Outreach Specialist with any questions.

FSA data will be included on TNFAFSAFrenzy.gov after February 1st, and will be updated every two weeks from early February through April.

TNFAFSAFrenzy.gov Data Visualizations: After February 1st, the following data will be available on TNFAFSAFrenzy.gov. Please note--FSA filing rates will differ from TN Promise filing rates because FSA filing rates include all students, not just TN Promise applicants.

FSA Submission Rate by County and by High School: This rate shows the percentage of ALL high school seniors who have submitted the FAFSA. It is calculated by dividing the total number of HS seniors (provided by the TDOE, as of Oct. 1) by the count of FAFSA submissions (per FSA).

FSA Completion Rate by County and by High School: This rate shows the percentage of ALL high school seniors who have completed the FAFSA. FAFSA submission by the TN Promise deadline is required to maintain eligibility for the scholarship. However, a FAFSA must be complete and contain all required information for a student to receive financial aid from their chosen institution upon enrollment. FSA completion rates are calculated by dividing the total number of HS seniors (provided by the TDOE, as of Oct. 1) by the count of FAFSA completions (per FSA).

Completion and Verification

04

After Submitting the FAFSA

- Ensure that your FAFSA is complete and is not missing any information.
- Be on the lookout for your Student Aid Report (SAR). If you filed your FAFSA electronically, you will receive an electronic SAR within a few days of submitting your completed FAFSA (if you filed a paper FAFSA, this may take up to three (3) weeks). The SAR is the result of your FAFSA. Read it immediately and follow any directions.
- The schools that you listed on the FAFSA will also receive these results. Those schools use information from your FAFSA to figure out how much federal student aid you may receive. These colleges might also use your FAFSA to see if you are eligible for some of their institution-specific financial aid programs.
- Once you've received your SAR, check out your "Expected Family Contribution" or "EFC." The EFC is a calculation based on the information that you reported on your FAFSA. Your colleges use the EFC to determine the amounts of federal grants, work-study, and loans for which you may be eligible. It's important to note the EFC is NOT the amount of money that you and your family will have to pay for college, NOR is it the amount of aid you will receive. It is only a number used by colleges to calculate the amount of federal student aid you are eligible to receive.
- In addition to sending your information to the schools you listed, the Federal Government also sends your information to the Tennessee Student Assistance Corporation, the state agency responsible for administering state-level financial aid programs such as the Tennessee Promise Scholarship and the HOPE Scholarship. So, your FAFSA helps you apply for federal, state, and school-based financial aid!
- Respond to any requests for verification. Colleges are required to verify the accuracy of information submitted on the FAFSA for students who are randomly selected by the U.S. Department of Education. If you are selected for verification, be sure to respond in a timely manner so that your financial aid awards are not delayed!
- Carefully review your financial aid award letters and make a final decision. Each college that has accepted you for the 2021-2022 school year and that you listed on the FAFSA will send you a financial aid award letter detailing the financial aid you are eligible to receive. Make sure you review each award letter carefully. If you have any questions regarding your award letter, call the financial aid office at the college.
- Once you make a final decision regarding where you will attend college, you'll need to decide which aid to accept and which to decline. Your college will outline this process in your award letter. Be sure to accept the aid you plan to use by your college's deadline. If you are taking out loans, only borrow what you need; otherwise you might be paying off loans for longer than you expected.

Getting your money

The financial aid staff at your college will explain exactly how and when your aid will be provided. They also will tell you whether you need to fill out any more paperwork or meet other requirements. For instance, if you're receiving a federal student loan for the first time, you will be required to sign a promissory note and go through entrance counseling. Respond to requests from your college in a timely manner so there are no delays in processing your financial aid.

FAFSA Submission vs. FAFSA Completion

Sometimes, a student will submit a FAFSA that is missing information. While submitting a FAFSA with missing information satisfies the Tennessee Promise FAFSA submission deadline, that missing information must be updated in the Spring or Summer of 2021 in order for the student to receive financial aid, including Tennessee Promise, from the college.

How can you tell if a student's submitted FAFSA is complete?

Take a look at the student's Student Aid Report (SAR). On the first page of the SAR, there is a box that includes the following information:

- Application Receipt Date (when the student submitted the FAFSA)
- Processed Date (when the submitted FAFSA was processed by Federal Student Aid)
- EFC (expected family contribution)
- DRN (data release number, a number students can give to their college that allows the college to change information for the student)

If the EFC has no number next to it, the FAFSA is incomplete.

What should the student do next if the FAFSA is incomplete?

Below the box on page one of the Student Aid Report (SAR), there is a note about making corrections to the FAFSA. There will also be a list of each piece of information that is currently missing on the FAFSA. On the following pages of the SAR, a student can see their entire FAFSA, line-by-line, and each line marked with a lowercase letter "h" has information that should be reviewed.

Making FAFSA Corrections

The fastest way to correct the FAFSA is online at fafsa.gov. See the example on the next page and follow the steps below.

1. Click on the "Login" button and enter the FSA ID.
2. On the "My FAFSA" page, click "Make FAFSA Corrections."
3. Create a save key.
4. Change or add the information that the student's SAR lists as missing or incorrect.
5. Submit the new information.

A student can also write in the corrections or updates on their paper SAR, sign it, and mail it to the address provided on the SAR. The TN FAFSA Frenzy team does not recommend mailing in corrections, as this process will take significantly longer to process. If a student opts to mail in corrections, encourage the student to make a copy of the written corrections that they submit.

FAFSA Corrections Checklist

Use this checklist to ensure that your financial aid gets to where you need it: your college!

Remember, if you ever have questions about your financial aid or want to confirm that you are all set for the fall semester, reach out to your campus financial aid office for personalized help.

Name of the college that I plan to attend in Fall 2021: _____

Log in to the FAFSA with your FSA ID: Is this college listed on your FAFSA? If not, make changes to your FAFSA to ensure this school is on your list so your college gets your financial aid information.

Click “View or Print My Student Aid Report” and review this information: Look closely at lines 18, 29, and 30.

Line 18: Student’s legal state of residence. Make sure you filled out that you’re a resident of Tennessee (TN) to receive state financial aid.

Line 29: Student’s grade level in 2021-2022. You should answer “Never attended college/1st year.”

Line 30: Type of degree or certificate. Depending on the college you’ve chosen, you’ll want to select one of the following options:

- 1st bachelor’s degree (if you plan on attending a four year university for a bachelor’s degree)
- Associate degree, general education/transfer program (if you plan on attending a community college and later transferring or if you are using TN Promise towards an associate degree at a four year university)
- Certificate/diploma, occupational/technical education program of less than 2 years (if you are enrolling in a TCAT, a technical school, or a trade school).

Log in to your TSAC Student Portal; which college did you list on your account? If that college does not match the college you plan to attend, change it. The college listed on your TSAC student portal is the college that will receive your scholarship money for state financial aid like Tennessee Promise and the HOPE Scholarship.

Attending a community college or four year university? Log in to your college’s student portal. This student portal is often mentioned in your acceptance letter or an email from the college. Check your portal to make sure you don’t need to submit any additional forms for your college’s financial aid office. The portal will also be where you receive information about registering for classes and orientation, so plan to check it often this summer!

Attending a TCAT or technical school? Check your mail or call your campus to speak to financial aid. Ask them to confirm that your financial aid documents are complete for the 2021-2022 school year. They may be sending your information in the mail this summer, so be sure to open any mail from them and complete any action items before the deadlines.

SAR (Student Aid Report)

What is it, how do I get one, and why is it important?

What is the SAR?

The Student Aid Report (SAR) summarizes the information you submitted on your FAFSA and provides information about financial aid eligibility based on that information. A sample SAR is shown on the next page.

How and when will I get my SAR?

After you submit your Free Application for Federal Student Aid (FAFSA), you'll get your personal SAR (within three days if you complete the FAFSA online; within three weeks if you mail the paper FAFSA). Whether you receive your SAR online or through the mail depends on whether you provide an email address on your FAFSA. If you provide a valid email address, you'll receive an email with instructions on how to access an online copy of your SAR. If you have an FSA ID (username and password) and your FAFSA has been processed, you can log in at www.fafsa.gov to view your SAR information regardless of how you filed the FAFSA. The school(s) you list on your FAFSA will have access to your SAR data electronically within a day after it is processed.

What information does a SAR contain (and not contain)?

The SAR won't tell you how much financial aid you'll get, but if your application is complete, an Expected Family Contribution (EFC) will display in the upper right hand corner of your SAR and your estimated Pell Grant amount will be provided. If your application is incomplete, your SAR will not include an EFC or Pell amount, but it will tell you what you need to do to resolve any issues.

The SAR also contains a four-digit Data Release Number (DRN), which appears on the first page in the upper right corner of the paper SAR and SAR Acknowledgment. On the electronic SAR, the DRN is located in the box that contains the Application Receipt Date, below the EFC. You will need the DRN if you choose to allow your college or technical school to change certain information on your FAFSA.

What am I supposed to do with my SAR?

When you get your SAR, review it carefully to make sure it's correct and complete. Take a copy of it to your college/career counselor to get help reviewing it. The school(s) you listed on your FAFSA will use SAR information to determine your eligibility for federal and state financial aid. A school may ask you to verify the accuracy of the data you provide on the FAFSA, so you need to be sure the information is correct.

If you don't have any changes to make to the information listed on your SAR, just keep it for your records.

What if my SAR does not list an EFC?

If your EFC is blank on your SAR or if there is a "C" after the number, you need to make corrections to your FAFSA. It is extremely important that you make these corrections to your FAFSA to receive financial aid. Your SAR will provide you with details about the errors in your FAFSA.

What if there is an asterisk (*) next to my EFC?

If there is an asterisk (*) next to your EFC, this means that your FAFSA has been selected for verification. Being selected for verification is quite common. This just means that you will need to work with your college to complete a few extra steps to verify the information you provided on your FAFSA.

Sample SAR

2020-2021

Electronic Student Aid Report (SAR)

The SAR summarizes the information you submitted on your 2020-2021 Free Application for Federal Student Aid (FAFSA).

| | | |
|---------------------------|------------|-------------|
| Application Receipt Date: | 10/29/2019 | XXX-XX-XXXX |
| Processed Date: | 10/30/2019 | EFC: 1218 |
| | | DRN: XXXX |

This is your Expected Family Contribution. The number may be all zeros, or a combination of zeros and other numbers, but if it is blank or there is "C" after the number, you need to make corrections to your FAFSA or you won't get any aid. The details are in the body of the SAR below.

Comments About Your Information

Learn about [federal tax benefits for education](#), including the *American Opportunity Tax Credit (AOTC)*.

There are issues with your FAFSA information that need to be resolved before your eligibility can be determined. Be sure to review the items marked with a 'H' and make any corrections if necessary by clicking 'Make FAFSA Corrections' on the 'My FAFSA' page.

You reported that you will either have a bachelor's degree by July 1, 2020 (Item 28) or will be working on a degree beyond a bachelors degree. Graduate students are eligible for most types of federal aid, but generally not the Federal Pell Grant.

Although you are instructed to use the "checklist" below, it's not formatted like a checklist; read everything below this instruction very carefully and do what it says! Your FAFSA is not considered "complete" until you do.

WHAT YOU MUST DO NOW (Use the checklist below to make sure that all of your issues are resolved.)

Your first parent's name as reported on your FAFSA does not match the name in the Social Security Administration's (SSA) records for your first parent's Social Security Number (SSN). Therefore, you must correct your first parent's SSN (Item 60) or name (Items 61 and 62). Click 'Make FAFSA Corrections' on the 'My FAFSA' page to make the correction. If your parent's name is correct, you must confirm it by re-entering your parent's last name and first name initial in Items 61 and 62. If you confirm your parent's name, your parent should also contact the SSA to make sure they correct it in their records. The SSA can be contacted by calling 1-800-772-1213 or by visiting <https://socialsecurity.gov>.

Your second parent's name as reported on your FAFSA does not match the name in the Social Security Administration's (SSA) records for your second parent's Social Security Number (SSN). Therefore, you must correct your second parent's SSN (Item 64) or name (Items 65 and 66). Click 'Make FAFSA Corrections' on the 'My FAFSA' page to make the correction. If your parent's name is correct, you must confirm it by re-entering your parent's last name and first name initial in Items 65 and 66. If you confirm your parent's name, your parent should also contact the SSA to make sure they correct it in their records. The SSA can be contacted by calling 1-800-772-1213 or by visiting <https://socialsecurity.gov>.

Your parent did not sign your FAFSA or the SAR corrections you submitted. Your parent may be able to sign electronically. If your parent is not able to sign, see your school's financial aid office or High School Counselor.

If you need to make corrections to your information, click 'Make FAFSA Corrections' on the 'My FAFSA' page using your FSA ID. If you need additional help with your SAR, contact your school's financial aid office or click the 'Help' icon on the FAFSA home page. If your mailing address or e-mail address changes, you can make the correction online.

You must log back into the FAFSA to make any corrections indicated above.

If you are chosen for verification, it will appear here. This is very common. Contact your selected school's financial aid office for further instructions. You will not be awarded any financial aid until verification is complete.

FAFSA Verification

What is it?

Verification is a process by which the college must collect documentation to verify information provided on the FAFSA is accurate. A student's selection for verification does not represent an error on the FAFSA. Federal Student Aid selects about 30% of FAFSAs each year to complete the verification process while some colleges choose to verify 100% of FAFSA submissions. If a student is selected, the process must be complete before the student will receive any State or Federal Financial Aid.

How do I know if a student has been selected for verification?

The earliest way a student is notified of their selection is through their Student Aid Report (SAR). Initial notification of a student's selection for verification will be displayed on the confirmation screen of the FAFSA in the form of an asterisk next to the Expected Family Contribution. The student will also receive a Student Aid Report (SAR) by email (traditional mail if no student email address was provided on the FAFSA) within 3-5 business days (5-7 if by traditional mail) which will indicate the student's selection for verification. It is extremely important to review the SAR for this and other important

updates. Any time a student updates the FAFSA, a new SAR will be sent and the student may be selected for verification at that time.

The institution will also communicate a student's selection via online student account or school issued email account. It is important that the student access their online account regularly and review any information the college posted.

What should a student do if selected for verification?

Check the student account and review any communications the college has sent the student to see college-specific instructions. If the college has yet to list any instructions the student may still begin the process of collecting documents. If a parent and/or the student filed taxes in 2019 and the IRS Data Retrieval Tool (DRT) option via FAFSA was not initially used, then the student should return to FAFSA and attempt to use it now to transfer parent/student income information. If IRS DRT is not an option, then whomever on the FAFSA reporting filing taxes in 2019 should request a tax transcript via www.irs.gov or complete/mail a 4506-T (Request for Tax Transcript form).

Partner with Financial Aid Officers

FAFSA verification can be a stressful experience for students and parents, particularly as the school year winds down and graduation draws near.

Consider inviting financial aid officers to your school for a Verification Day. At Kenwood High School in Montgomery County, Advise TN Advisor Shonda Foublasse worked with her administration and local colleges to open a classroom for the day, pulling in groups of students who had been selected for verification.

The students got help from a financial aid officer in person and had the chance to make a connection with an important resource on their new campus. Colleges were eager to participate because helping students in the Spring is much easier than trying to help all students in the Fall semester.

IMPLEMENTATION
IDEA

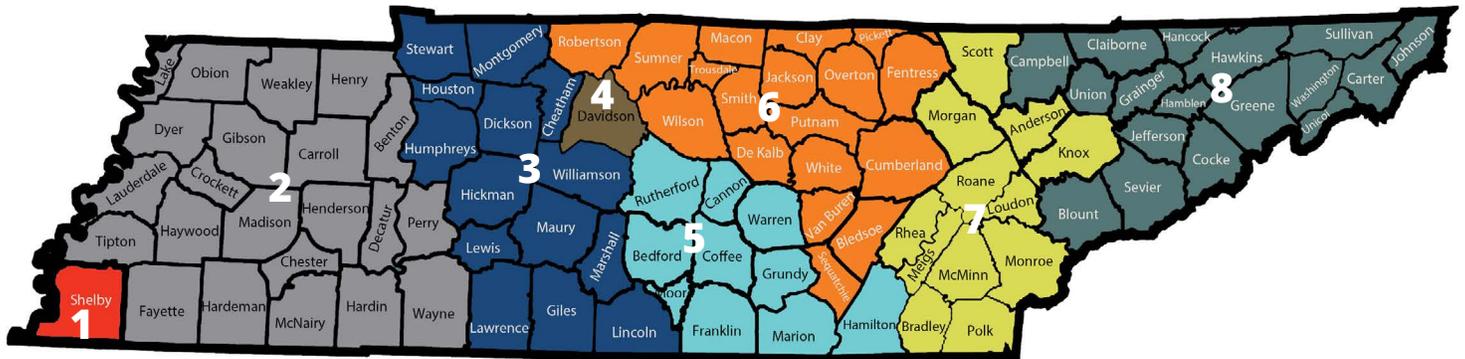
More Resources

05

Contact Info and Additional Resources

Contact

Tennessee Student Assistance Corporation Outreach Specialist Map



1. Felicia Orr

Director of College Access
(615) 390-4461
felicia.orr@tn.gov

3. Annie Trout

Director of College Access
(615) 604-0119
annie.trout@tn.gov

5. Eric Farmer

Outreach Specialist
(423) 326-7198
eric.farmer@tn.gov

7. Rita Turchetta

Outreach Specialist
(615) 478-5584
rita.turchetta@tn.gov

2. Lori Mitchum

Outreach Specialist
(731) 571-7888
lori.mitchum@tn.gov

4. Jason Seay

Senior Director of Outreach
(615) 319-1740
jason.seay@tn.gov

6. Sam Mullins

Outreach Specialist
(931) 303-3296
sam.mullins@tn.gov

8. Erika Adams

Outreach Specialist
(615) 417-0355
erika.adams@tn.gov



Who To Contact

General questions about filing the FAFSA, Tennessee-specific grants and scholarships, and financial aid?

Ask: TSAC Outreach Specialists.

See the map on page 60 to contact your TSAC Outreach Specialist.

How to file the FAFSA and/or Federal Student Aid?

Ask: Federal Student Aid.

Call their toll-free number at 1-800-4FED-AID (1-800-433-3243) or email/chat online at: <https://studentaidhelp.ed.gov/app/ask>

Institution-specific financial aid program questions?

Ask: Campus financial aid offices.

How to implement your TN FAFSA Frenzy event?

Ask: Suzette Telli, Higher Education Program Coordinator, Tennessee Higher Education Commission, 615-741-3055, suzette.telli@tn.gov

How does TN FAFSA Frenzy fit into your school's counseling and college access programs?

Ask: Jerre Maynor, Director of Student Readiness & Pathways, Tennessee Department of Education, 615-253-3780, jerre.maynor@tn.gov

Tennessee Public Four-Year Universities

Austin Peay State University
Clarksville, TN
www.apsu.edu
(931) 221-7907

Tennessee State University
Nashville, TN
www.tnstate.edu
(615) 963-5701

University of Tennessee, Knoxville
Knoxville, TN
www.utk.edu
(865) 974-1111

East Tennessee State University
Johnson City, TN
www.etsu.edu
(423) 439-4300

Tennessee Tech University
Cookeville, TN
www.tntech.edu
(931) 372-3073

University of Tennessee at Chattanooga
Chattanooga, TN
www.utc.edu
(423) 425-4677

Middle Tennessee State University
Murfreesboro, TN
www.mtsu.edu
615-898-2111

University of Memphis
Memphis, TN
www.memphis.edu
(901) 678-4825

University of Tennessee at Martin
Martin, TN
www.utm.edu
(731) 881-7040

Tennessee Community Colleges

Chattanooga State Community College
Chattanooga, TN
www.chattanoogastate.edu
(423) 697-4402

Motlow State Community College
Tullahoma, TN
www.mscc.edu
(931) 393-1553

Southwest Tenn. Community College
Memphis, TN
www.southwest.tn.edu
(901) 333-5960

Cleveland State Community College
Cleveland, TN
www.clevelandstatecc.edu
(423) 472-7141

Nashville State Community College
Nashville, TN
www.nsccl.edu
615) 353-3249

Volunteer State Community College
Gallatin, TN
www.volstate.edu
(615) 230-3456

Columbia State Community College
Columbia, TN
www.columbiastate.edu
(931) 540-8267

Northeast State Community College
Blountville, TN
www.northeaststate.edu
(423) 323-0252

Walters State Community College
Morristown, TN
www.ws.edu
(423) 585-6811

Dyersburg State Community College
Dyersburg, TN
www.dscc.edu
(731) 286-3350

Pellissippi State Community College
Knoxville, TN
www.pstcc.edu
(865) 694-6400

Jackson State Community College
Jackson, TN
www.jscc.edu
(731) 425-2605

Roane State Community College
Harriman, TN
www.roanestate.edu
(865) 882-4545

Tennessee Colleges of Applied Technology (TCATs)

TCAT - Athens
www.tcatathens.edu
(423) 744-2814 x204

TCAT - Chattanooga
www.chattanoogaastate.edu/tcat
(423) 697-5501

TCAT - Covington
www.tcatcovington.edu
(901) 475-2526

TCAT - Crossville
www.tcatcrossville.edu
(931) 484-7502

TCAT - Crump
www.tcatcrump.edu
(731) 632-3393

TCAT - Dickson
www.tcatdickson.edu
(625) 441-6220

TCAT - Elizabethton
www.tcatelizabethton.edu
(423) 543-0070

TCAT - Harriman
www.tcatharriman.edu
(865) 882-6703

TCAT - Hartsville
www.tcathartsville.edu
(615) 374-2147

TCAT - Hohenwald
www.tcathohenwald.edu
(931) 796-5351 x122

TCAT - Jacksboro
www.tcatjacksboro.edu
(423) 566-9629

TCAT - Jackson
www.tcatjackson.edu
(731) 424-0691

TCAT - Knoxville
www.tcatknoxville.edu
(865) 766-4328

TCAT - Livingston
www.tcatlivingston.edu
(931) 403-3136

TCAT - McKenzie
www.tcatmckenzie.edu
(731) 352-5364

TCAT - McMinnville
www.tcatmcminnville.edu
(931) 473-5587

TCAT - Memphis
www.tcatmemphis.edu
(901) 543-6100

TCAT - Morristown
www.tcatmorristown.edu
(423) 586-5771

TCAT - Murfreesboro
www.tcatmurfreesboro.edu
(615) 898-8010 x162

TCAT - Nashville
www.tcatnashville.edu
(615) 425-5500

TCAT - Newbern
www.tcatnewbern.edu
(731) 627-2511

TCAT - Oneida/Huntsville
www.tcatoneida.edu
(423) 663-4900

TCAT - Paris
www.tcatparis.edu
(731) 644-7365

TCAT - Pulaski
www.tcatpulaski.edu
(931) 424-2404

TCAT - Ripley
www.tcatripley.edu
(731) 635-3368

TCAT - Shelbyville
www.tcatshelbyville.edu
(931) 685-5013 x127

TCAT - Whiteville
www.tcatwhiteville.edu
(731) 254-8521 x115

Using e*GRandS Reports to Monitor TN Promise FAFSA Submissions

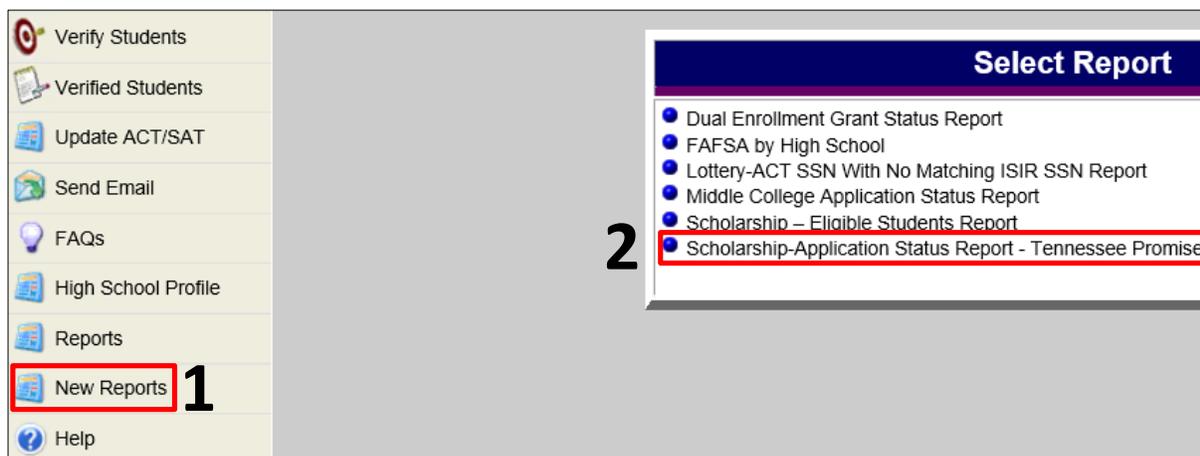
The Tennessee Student Assistance Corporation offers tools to help you determine which students have completed the FAFSA. You can check out e*GRandS to get a list of which of your students have completed the FAFSA.

One of the easiest ways to track FAFSA submission in e*GRandS is to pull your Tennessee Promise report. This should be the only report accessed up until the 2/1 deadline.

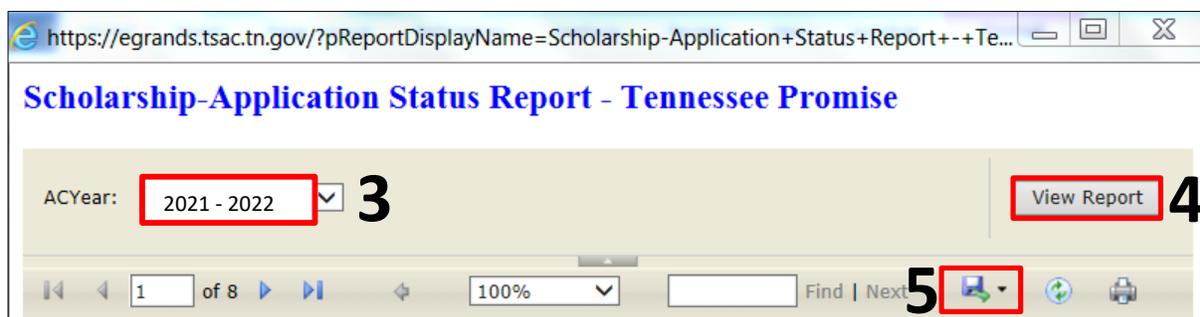


Pulling the TN Promise application status report via e*GRandS

1. Click **New Reports**.
2. Click **Scholarship-Application Status Report – Tennessee Promise**. A new window should open. If not, please allow pop-ups from e*GRandS.



3. Select **2021-2022** for the ACYear (when the class of 2021 will enroll in college).
4. Click **View Report**.
5. Select a program (CSV, PDF, Excel, etc.) to export and save the report.



Please call the TSAC Call Center at 800-342-1663 for login assistance.

Form 4506-T Request for Transcript of Tax Return

Form **4506-T**
(June 2019)
Department of the Treasury
Internal Revenue Service

Request for Transcript of Tax Return

- ▶ Do not sign this form unless all applicable lines have been completed.
- ▶ Request may be rejected if the form is incomplete or illegible.
- ▶ For more information about Form 4506-T, visit www.irs.gov/form4506t.

OMB No. 1545-1872

Tip. Use Form 4506-T to order a transcript or other return information free of charge. See the product list below. You can quickly request transcripts by using our automated self-help service tools. Please visit us at IRS.gov and click on "Get a Tax Transcript..." under "Tools" or call 1-800-908-9946. If you need a copy of your return, use **Form 4506, Request for Copy of Tax Return**. There is a fee to get a copy of your return.

| | |
|---|---|
| 1a Name shown on tax return. If a joint return, enter the name shown first. | 1b First social security number on tax return, individual taxpayer identification number, or employer identification number (see instructions) |
| 2a If a joint return, enter spouse's name shown on tax return. | 2b Second social security number or individual taxpayer identification number if joint tax return |
| 3 Current name, address (including apt., room, or suite no.), city, state, and ZIP code (see instructions) | |
| 4 Previous address shown on the last return filed if different from line 3 (see instructions) | |
| 5 Customer file number (if applicable) (see instructions) | |

Note: Effective July 2019, the IRS will mail tax transcript requests only to your address of record. See **What's New** under **Future Developments** on Page 2 for additional information.

6 Transcript requested. Enter the tax form number here (1040, 1065, 1120, etc.) and check the appropriate box below. Enter only one tax form number per request. ▶ _____

a Return Transcript, which includes most of the line items of a tax return as filed with the IRS. A tax return transcript does not reflect changes made to the account after the return is processed. Transcripts are only available for the following returns: Form 1040 series, Form 1065, Form 1120, Form 1120-A, Form 1120-H, Form 1120-L, and Form 1120S. Return transcripts are available for the current year and returns processed during the prior 3 processing years. Most requests will be processed within 10 business days

b Account Transcript, which contains information on the financial status of the account, such as payments made on the account, penalty assessments, and adjustments made by you or the IRS after the return was filed. Return information is limited to items such as tax liability and estimated tax payments. Account transcripts are available for most returns. Most requests will be processed within 10 business days

c Record of Account, which provides the most detailed information as it is a combination of the Return Transcript and the Account Transcript. Available for current year and 3 prior tax years. Most requests will be processed within 10 business days

7 Verification of Nonfiling, which is proof from the IRS that you **did not** file a return for the year. Current year requests are only available after June 15th. There are no availability restrictions on prior year requests. Most requests will be processed within 10 business days

8 Form W-2, Form 1099 series, Form 1098 series, or Form 5498 series transcript. The IRS can provide a transcript that includes data from these information returns. State or local information is not included with the Form W-2 information. The IRS may be able to provide this transcript information for up to 10 years. Information for the current year is generally not available until the year after it is filed with the IRS. For example, W-2 information for 2016, filed in 2017, will likely not be available from the IRS until 2018. If you need W-2 information for retirement purposes, you should contact the Social Security Administration at 1-800-772-1213. Most requests will be processed within 10 business days

Caution: If you need a copy of Form W-2 or Form 1099, you should first contact the payer. To get a copy of the Form W-2 or Form 1099 filed with your return, you must use Form 4506 and request a copy of your return, which includes all attachments.

9 Year or period requested. Enter the ending date of the year or period, using the mm/dd/yyyy format. If you are requesting more than four years or periods, you must attach another Form 4506-T. For requests relating to quarterly tax returns, such as Form 941, you must enter each quarter or tax period separately.

| / / | / / | / / | / / |

Caution: Do not sign this form unless all applicable lines have been completed.

Signature of taxpayer(s). I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer. **Note:** This form must be received by IRS within 120 days of the signature date.

| | |
|---|---|
| <input type="checkbox"/> Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-T. See instructions. | Phone number of taxpayer on line 1a or 2a |
| ▶ Signature (see instructions) _____ | Date _____ |
| ▶ Title (if line 1a above is a corporation, partnership, estate, or trust) _____ | |
| ▶ Spouse's signature _____ | Date _____ |

Sign Here

DO NOT MAIL THIS WORKSHEET.

The *FAFSA on the Web Worksheet* provides a preview of the questions that you may be asked while completing the *Free Application for Federal Student Aid (FAFSA®)* online at **fafsa.gov** or via the myStudentAid mobile app.

You must complete and submit a FAFSA form to apply for federal student aid and for most state and college aid. Write down notes to help you easily complete your FAFSA form anytime on or after October 1, 2021.

See the table to the right for state deadlines. Your application must be submitted by midnight Central time. Also pay attention to the symbols that may be listed after your state deadline. Check with your high school counselor or your college's financial aid administrator about other deadlines. The Federal deadline is June 30, 2022.

- **This Worksheet is optional and should only be completed if you plan to use fafsa.gov or the myStudentAid mobile app.**
- **Sections in purple are for parent information.**
- **This Worksheet does not include all the questions from the FAFSA form. The questions that are included are ordered as they appear on *FAFSA on the Web*. When you are online, you may be able to skip some questions based on your answers to earlier questions.**

Applying is easier with the IRS Data Retrieval Tool!

Students and parents who have filed their 2019 federal tax return may be able to use the IRS Data Retrieval Tool to easily, accurately and securely transfer their tax information into the FAFSA form.

Sign your FAFSA form with an FSA ID!

For information about the FSA ID, including how to apply, go to **StudentAid.gov/fsaid**.

Your FSA ID allows you to electronically sign your FAFSA form. **If you are providing parent information, one parent must also sign your FAFSA form. To sign electronically, your parent should also apply for an FSA ID.**

Free help is available!

You do not have to pay to get help or submit your FAFSA form. Submit your FAFSA form **free** online at **fafsa.gov**. Federal Student Aid provides **free** help online at **fafsa.gov** or you can call 1-800-4-FED-AID (1-800-433-3243). TTY users (hearing impaired) can call 1-800-730-8913.

NOTES:

Pay attention to any symbols listed after your state deadline.

States and territories not included in main listing below: AL*, AS**, AZ*, CO*, FM**, GA*, GU**, HI**, KY^\$, MH**, NC^\$, ND^\$, NE*, NH**, NM*, OK^\$, PR*, PW**, RI**, SD**, VA**, VI**, VT^\$*, WA^\$, WI* and WY**.

State Deadline

| State | Deadline |
|-------|---|
| AL | 30 days after term starts (date received) |
| MO | Feb. 1, 2021 # Applications accepted through April 1, 2021 (date received). |
| MP | April 30, 2021 (date received) # * |
| MS | MTAG and MESH Grants: Oct. 15, 2021 (date received) HELP Grant: April 30, 2021 (date received) |
| MT | Dec. 1, 2020 # ** |
| NJ | 2020-2021 Tuition Aid Grant recipients: April 15, 2021 (date received) All other applicants: Fall and spring terms, Sept. 15, 2021 (date received); spring term only, Feb. 15, 2022 (date received) |
| NV | Silver State Opportunity Grant ^ \$ Nevada Promise Scholarship: March 1, 2021 * \$ All other aid * * |
| NY | June 30, 2022 (date received) * |
| OH | Oct. 1, 2021 (date received) |
| OR | Oregon Opportunity Grant ^ \$ OSAC Private Scholarships: March 1, 2021 * Oregon Promise Grant: Contact state agency. * |
| PA | All first-time applicants enrolled in a: community college; business/trade/ technical school; hospital school of nursing; designated Pennsylvania Open-Admission institution; or non-transferable two-year program: Aug. 1, 2021 (date received) All other applicants: May 1, 2021 (date received) * |
| SC | SC Commission on Higher Education Need-based Grants ^ \$ Tuition Grants: June 30, 2021 (date received) |
| TN | State Grant: Prior-year recipients receive award if eligible and apply by Feb. 1, 2021. All other awards made to neediest applicants. \$ Tennessee Promise: Feb. 1, 2021 (date received) State Lottery: Fall term, Sept. 1, 2021 (date received); spring and summer terms, Feb. 1, 2022 (date received) |
| TX | Jan. 15, 2021 # * Private and two-year institutions may have different deadlines. * |
| UT | Regents' Scholarship: Feb. 1, 2021; for priority consideration, Dec. 4, 2020. Other programs * \$ * |
| WV | PROMISE Scholarship: March 1, 2021. New applicants must submit additional form. Contact your financial aid administrator or state agency. WV Higher Education Grant Program: April 15, 2021 WV Invests Grant: April 15, 2021 # |

* Additional forms may be required. ^ As soon as possible after October 1, 2020.
• Check with your financial aid administrator. # For priority consideration, submit by date specified.
\$ Awards made until funds are depleted.

STATE AID DEADLINES

SECTION 1 - STUDENT INFORMATION

After you are online, you can add up to ten colleges on your FAFSA form. The colleges will receive the information from your processed FAFSA form.

Student's Last Name

First Name

Social Security Number

Student Citizenship Status (check one of the following)

- U.S. citizen (U.S. national) Neither citizen nor eligible noncitizen
 Eligible noncitizen (Enter your Alien Registration Number in the box to the right.)

Your Alien Registration Number

| | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|
| A | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|

Generally, you are an eligible noncitizen if you are:

- A permanent U.S. resident with a Permanent Resident Card (I-551);
- A conditional permanent resident with a Conditional Green Card (I-551C);
- The holder of an Arrival-Departure Record (I-94) from the Department of Homeland Security showing any of the following designations: "Refugee," "Asylum Granted," "Parolee" (I-94 confirms paroled for a minimum of one year and status has not expired), T-Visa holder (T-1, T-2, T-3, etc.) or "Cuban-Haitian Entrant;" or
- The holder of a valid certification or eligibility letter from the Department of Health and Human Services showing a designation of "Victim of human trafficking"

Student Marital Status (check one of the following)

- Single Married or remarried Separated Divorced or widowed

You will be asked to provide information about your spouse if you are married or remarried.

Selective Service Registration

If you are male and 25 or younger, you can use the FAFSA form to register with the Selective Service System.

What is the highest school parent 1 completed?

- Middle school/Jr. high College or beyond
 High school Other/unknown

What is the highest school parent 2 completed?

- Middle school/Jr. high College or beyond
 High school Other/unknown

SECTION 2 - STUDENT DEPENDENCY STATUS

If you can check ANY of the following boxes, you will not have to provide parental information. Skip to page 4.

If you check NONE of the following boxes, you will be asked to provide parental information. Go to the next page.

| | | | |
|--|---|--|--|
| <input type="checkbox"/> I was born before January 1, 1998 | <input type="checkbox"/> I am married | <input type="checkbox"/> I will be working on a master's or doctorate program (e.g., MA, MBA, MD, JD, PhD, EdD, graduate certificate) | |
| <input type="checkbox"/> I am serving on active duty in the U.S. Armed Forces | <input type="checkbox"/> I am a veteran of the U.S. Armed Forces | <input type="checkbox"/> I now have or will have children for whom I will provide more than half of their support between July 1, 2021 and June 30, 2022 | |
| <input type="checkbox"/> Since I turned age 13, both of my parents were deceased | <input type="checkbox"/> I was in foster care since turning age 13 | <input type="checkbox"/> I have dependents (other than children or my spouse) who live with me and I provide more than half of their support | |
| <input type="checkbox"/> I was a dependent or ward of the court since turning age 13 | <input type="checkbox"/> I am currently or I was an emancipated minor | <input type="checkbox"/> I am currently or I was in legal guardianship | <input type="checkbox"/> I am homeless or I am at risk of being homeless |

NOTES:

Remember, only students who are deemed Dependent will need to provide parent information. As the worksheet states, grandparents, foster parents, legal guardians, older siblings, and uncles or aunts are not considered parents on the FAFSA unless they have legally adopted you.

SECTION 3 - PARENT INFORMATION

Who is considered a parent?

"Parent" refers to a biological or adoptive parent or a person determined by the state to be a parent (for example, if the parent is listed on the birth certificate). Grandparents, foster parents, legal guardians, older siblings, and uncles or aunts are **not** considered parents on this form unless they have legally adopted you. If your legal parents are living and married to each other, answer the questions about both of them. If your legal parents are not married and **live together**, answer the questions about both of them. In case of divorce or separation, give information about the parent you lived with most in the last 12 months. If you did not live with one parent more than the other, give information about the parent who provided you the most financial support during the last 12 months or during the most recent year you received support. If your divorced or widowed parent has remarried, also provide information about your stepparent.

Providing parent 1 information? You will need:

Parent 1 (father/mother/stepparent) Social Security Number
Parent 1 (father/mother/stepparent) name
Parent 1 (father/mother/stepparent) date of birth
 Check here if parent 1 is a dislocated worker

Providing parent 2 information? You will need:

Parent 2 (father/mother/stepparent) Social Security Number
Parent 2 (father/mother/stepparent) name
Parent 2 (father/mother/stepparent) date of birth
 Check here if parent 2 is a dislocated worker

Did you know?

If your parents file a federal tax return, they may be able to use the IRS Data Retrieval Tool. This tool enables your parents to easily, accurately and securely transfer their tax return information into the FAFSA form.

Did your parents file or will they file a 2019 income tax return?

- My parents have already completed a tax return
- My parents will file, but have not yet completed a tax return
- My parents are not going to file an income tax return

What was your parents' adjusted gross income for 2019?

Skip this question if your parents did not file taxes. Adjusted gross income is on IRS Form 1040—line 8b.

\$

The following questions ask about earnings (wages, salaries, tips, etc.) in 2019. Answer the questions whether or not a tax return was filed. This information may be on the W-2 forms or on IRS Form 1040—line 1 + Schedule 1—lines 3 + 6 + Schedule K-1 (IRS Form 1065)—Box 14 (Code A).

How much did parent 1 (father/mother/stepparent) earn from working in 2019?

\$

How much did parent 2 (father/mother/stepparent) earn from working in 2019?

\$

In 2019 or 2020, did anyone in your parents' household receive: (Check all that apply.)

- Medicaid
- Supplemental Security Income (SSI)
- Supplemental Nutrition Assistance Program (SNAP)
- Free or Reduced Price School Lunch
- Temporary Assistance for Needy Families (TANF)
- Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)

Note: TANF may have a different name in your parents' state. Call 1-800-433-3243 to find out the name of the state's program.

Did your parents have any of the following items in 2019?

Check all that apply. Once online, you may be asked to report amounts paid or received by your parents.

Additional Financial Information

- American Opportunity Tax Credit or Lifetime Learning Tax Credit
- Child support paid
- Taxable earnings from work-study, assistantships or fellowships
- Taxable college grant and scholarship aid reported to the IRS as income
- Combat pay or special combat pay
- Cooperative education program earnings

Untaxed Income

- Payments to tax-deferred pension and retirement savings plans
- Child support received
- IRA deductions and payments to self-employed SEP, SIMPLE and Keogh
- Tax exempt interest income
- Untaxed portions of IRA distributions and pensions
- Housing, food and other living allowances paid to members of the military, clergy and others
- Veterans noneducation benefits
- Other untaxed income not reported, such as workers' compensation or disability benefits

Your parents may be asked to provide more information about their assets.

Your parents may need to report the net worth of their current businesses and/or investment farms.

NOTES:

SECTION 4 - STUDENT INFORMATION

Did you know?

If you file a federal tax return, you may be able to use the IRS Data Retrieval Tool. This tool enables you to easily, accurately and securely transfer your tax information into the FAFSA form.

Did you file or will you file a 2019 income tax return?

- I have already completed my tax return
- I will file, but I have not completed my tax return
- I'm not going to file an income tax return

What was your (and spouse's) adjusted gross income for 2019?

Skip this question if you or your spouse did not file taxes. Adjusted gross income is on IRS Form 1040—line 8b.

\$

The following questions ask about earnings (wages, salaries, tips, etc.) in 2019. Answer the questions whether or not a tax return was filed. This information may be on the W-2 forms or on IRS Form 1040—line 1 + Schedule 1—lines 3 + 6 + Schedule K-1 (IRS Form 1065)—Box 14 (Code A).

How much did you earn from working in 2019?

- Check here if you are a dislocated worker

\$

How much did your spouse earn from working in 2019?

- Check here if your spouse is a dislocated worker

\$

In 2019 or 2020, did anyone in your household receive: (Check all that apply.)

- Medicaid
- Supplemental Security Income (SSI)
- Supplemental Nutrition Assistance Program (SNAP)
- Free or Reduced Price School Lunch
- Temporary Assistance for Needy Families (TANF)
- Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)

Note: TANF may have a different name in your state. Call 1-800-433-3243 to find out the name of the state's program.

Did you or your spouse have any of the following items in 2019?

Check all that apply. Once online, you may be asked to report amounts paid or received.

Additional Financial Information

- American Opportunity Tax Credit or Lifetime Learning Tax Credit
- Child support paid
- Taxable earnings from work-study, assistantships or fellowships
- Taxable college grant and scholarship aid reported to the IRS as income
- Combat pay or special combat pay
- Cooperative education program earnings

Untaxed Income

- Payments to tax-deferred pension and retirement savings plans
- Child support received
- IRA deductions and payments to self-employed SEP, SIMPLE and Keogh
- Tax exempt interest income
- Untaxed portions of IRA distributions and pensions
- Housing, food and other living allowances paid to members of the military, clergy and others
- Veterans noneducation benefits
- Other untaxed income not reported, such as workers' compensation or disability benefits
- Money received or paid on your behalf

You may be asked to provide more information about your (and your spouse's) assets. You may need to report the net worth of current businesses and/or investment farms.

NOTES:

Do not mail this Worksheet. Go to fafsa.gov to complete and submit your application.

For more information on federal student aid, visit StudentAid.gov.

You can also talk with your college's financial aid office about other types of student aid that may be available.

FAFSA for Adult Learners

In Tennessee, adults make up roughly 20 percent of enrolled public undergraduate students, which equates to 40,000 adult learners, and the prospective adult student pool of Tennesseans with some college but no degree is over 900,000. We know that to achieve the Drive to 55, we must bolster our focus on the recruitment, retention, and completion of adults in higher education.

FAFSA events to support adults will understandably look different from a FAFSA event for high school seniors. Adults are everywhere in your community, but reaching out to adults requires tapping into different networks and considering other community spaces that have the technology available for adults who need to fill out the FAFSA. Visit www.tnreconnect.gov for a list of Tennessee Reconnect Navigators who are experts in the field of helping adults with financial aid and college applications. These Reconnect Navigators have a wealth of knowledge and can help adults in your community understand what college paths can look like at nearby higher education institutions.

While there are differences, some of our best practices are still applicable for planning an event for adults. Adults fill out the same FAFSA as high school students, but they do not have to fill out any parent information, nor do they need to create an FSA ID for their parent in order to sign and submit the FAFSA. When you are thinking about the technology you'll need for your event, think about how to set up an event to best support your adults in your area, and how to recruit and train volunteers.

Four easy steps to Reconnect:

- 1. Complete** Complete the **application** at **TNReconnect.gov**.
Complete the scholarship application and review your results from the Tennessee Reconnect Success Plan.
- 2. Apply** Apply to your local **community college or eligible Tennessee Reconnect institution**.
- 3. File** File the **FAFSA** at **FAFSA.ed.gov**.
Contact your local community college or Tennessee Reconnect Community if you need assistance with the FAFSA.
- 4. Enroll** Enroll in a degree or certificate program at least part-time and launch **your future**.



TENNESSEE
Reconnect

Tennessee Reconnect is a scholarship for adults to earn an associate degree or technical certificate, tuition-free.

To be eligible for the Tennessee Reconnect scholarship, you must:

- Not already have an associate or bachelor's degree.
- Have been a Tennessee resident for at least one year.
- Be determined as an independent student on the FAFSA.

Visit TNReconnect.gov for all eligibility requirements.



@TNReconnect
#TNReconnect

For more information, visit
WWW.TNRECONNECT.GOV



Tennessee Higher Education Commission,
Authorization No. 332288, 150,000 copies,
January 2018. This public document was
promulgated at a cost of \$0.03 per copy.

Additional Resources

TN FAFSA Frenzy Website

Visit the TN FAFSA Frenzy website for even more best practices, tools, and resources. The website is updated throughout the year.

www.TNFAFSAFrenzy.gov

College Pays TN

College Pays TN is the official financial aid website of the Tennessee Student Assistance Corporation. College Pays TN includes detailed information on eligibility for state grants and scholarships, plus Tennessee-specific information on financial aid. College Pays TN also includes a link for students and counselors to log in to the e*GRandS system.

www.tn.gov/collegepays

CollegeforTN.org

CollegeforTN.org offers financial aid guides and resources that are specific to Tennessee. Counselors can assist students in exploration of calculation costs of colleges, user-personalized financial planning tools and scholarship search tools. Financial aid planning tools and the online content will allow students to learn and demonstrate understanding of key financial literacy and money management concepts.

www.CollegeforTN.org

Tennessee Reconnect

Want more information for adult learners? The Tennessee Reconnect website includes comprehensive information for adult learners on how to return to school, find financial aid resources, and connect with institutions.

www.TNReconnect.gov

Federal Student Aid (FSA)

FSA is the federal government agency that oversees the FAFSA and offers many resources to assist students and families in filing the FAFSA.

Main website: <https://studentaid.ed.gov>

Toll-free number: 1-800-4FED-AID (1-800-433-3243)

FSA Financial Aid Toolkit

The FSA Financial Aid Toolkit includes an extensive set of resources for counselors and educators. Tools include worksheets for students, infographics, sample communications, and even a toolkit on hosting a FAFSA event.

www.financialaidtoolkit.ed.gov/tk/

U.S. Department of Education Glossary/Key Terms

The U.S. Department of Education Glossary includes a list of financial aid terminology. This includes terms seen on the FAFSA, on financial aid forms, and in award letters. The glossary can be a helpful tool for both counselors, as well as students and their families.

studentaid.ed.gov/sa/glossary

Handouts and Worksheets

The FSA ID

The first step to completing your FAFSA is to create an FSA ID (a username and password). Your FSA ID gives you access to Federal Student Aid's online system and serves as your legal signature. Only create an FSA ID using your own personal information and for your own exclusive use.

You'll use your FSA ID every year you are in college to complete the FAFSA and review your federal student aid. Fill in this form as you create your FSA ID so you have the information when you need it to log in later.

To create an FSA ID, go to: fsaid.ed.gov.

Student Information

Email Address: _____

Username: _____

Password: _____

Date of Birth: _____

| CHALLENGE QUESTION | ANSWER |
|--------------------|--------|
| | |
| | |
| | |
| | |
| | |

Parent Information (If Applicable)*

***NOTE**— If your parents have created an FSA ID for themselves when applying for aid for an older sibling, they will use the same FSA ID to help file your FAFSA and for all FAFSAs.

Email Address: _____

Username: _____

Password: _____

Date of Birth: _____

| CHALLENGE QUESTION | ANSWER |
|--------------------|--------|
| | |
| | |
| | |
| | |
| | |

THIS INFORMATION SHOULD BE KEPT CONFIDENTIAL AND STORED IN A SECURE LOCATION!

Dependency Status Checklist

What is my dependency status?

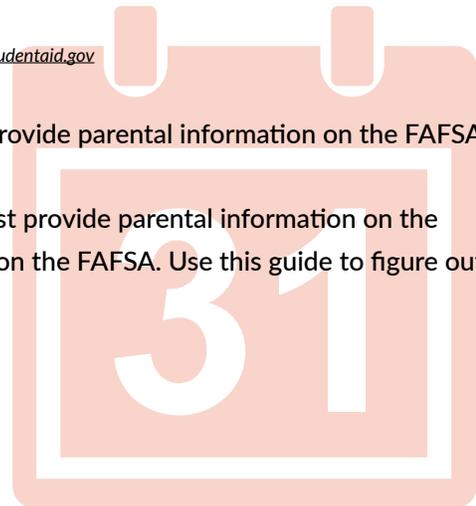
The following statements will determine your dependency status for the FAFSA. **Mark any that are true.**

- I will be 24 or older by Dec. 31 of the school year for which I am applying for aid
- I am serving on active duty in the U.S. Armed Forces
- Since I turned age 13, both of my parents were deceased
- I was a dependent or ward of the court since turning age 13
- I am married
- I am a veteran of the U.S. Armed Forces
- I was in foster care since turning age 13
- I am homeless or at risk of being homeless
- In the upcoming school year*, I will be working on a master's or doctoral program (e.g., MA, MBA, MD, JD, PhD, EdD, graduate certificate)
- I now have or will have children for whom I provide more than half of their support
- I have dependents (other than children or my spouse) who live with me and I provide more than half of their support
- I am currently or I was in legal guardianship
- I am currently or I was an emancipated minor

Adapted from Federal Student Aid "Do I have to provide my parents information on the FAFSA" infographic. studentaid.gov

If you marked any of the statements, you are independent and will not provide parental information on the FAFSA.

If none of the statements are true, you are a dependent student and must provide parental information on the FAFSA. Dependent students are required to include parent information on the FAFSA. Use this guide to figure out which parent's information to include on the FAFSA.



To Receive Federal Aid or State Aid, A Student Must...



Be a U.S. CITIZEN or U.S. National

You are a U.S. Citizen if you were born in the United States or certain U.S. territories, if you were born abroad to parents who are U.S. citizens, or if you have obtained citizenship status through naturalization. If you were born in American Samoa or Swains Island, then you are a U.S. national.



Have a GREEN CARD

You are eligible if you have a Form I-551, I-151, or I-551C, also known as a green card, showing you are a U.S. permanent resident.



Have an ARRIVAL - DEPARTURE RECORD

Your Arrival - Departure Record (I-94) from U.S. Citizenship and Immigration Services must show one of the following:

- Refugee
- Asylum Granted
- Cuban-Haitian Entrant (Status Pending)
- Conditional Entrant (valid only if issued before April 1, 1980)
- Parolee



have BATTERED IMMIGRANT STATUS

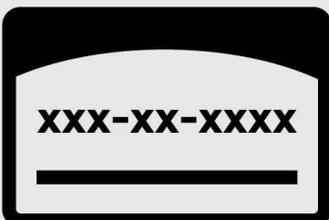
You are designated as a "battered immigrant - qualified alien" if you are a victim of abuse by your citizen or permanent resident spouse, or you are the child of a person designated as such under the Violence Against Women Act.



Have a T-VISA

You are eligible if you have a T-visa or a parent with a T-1 visa.

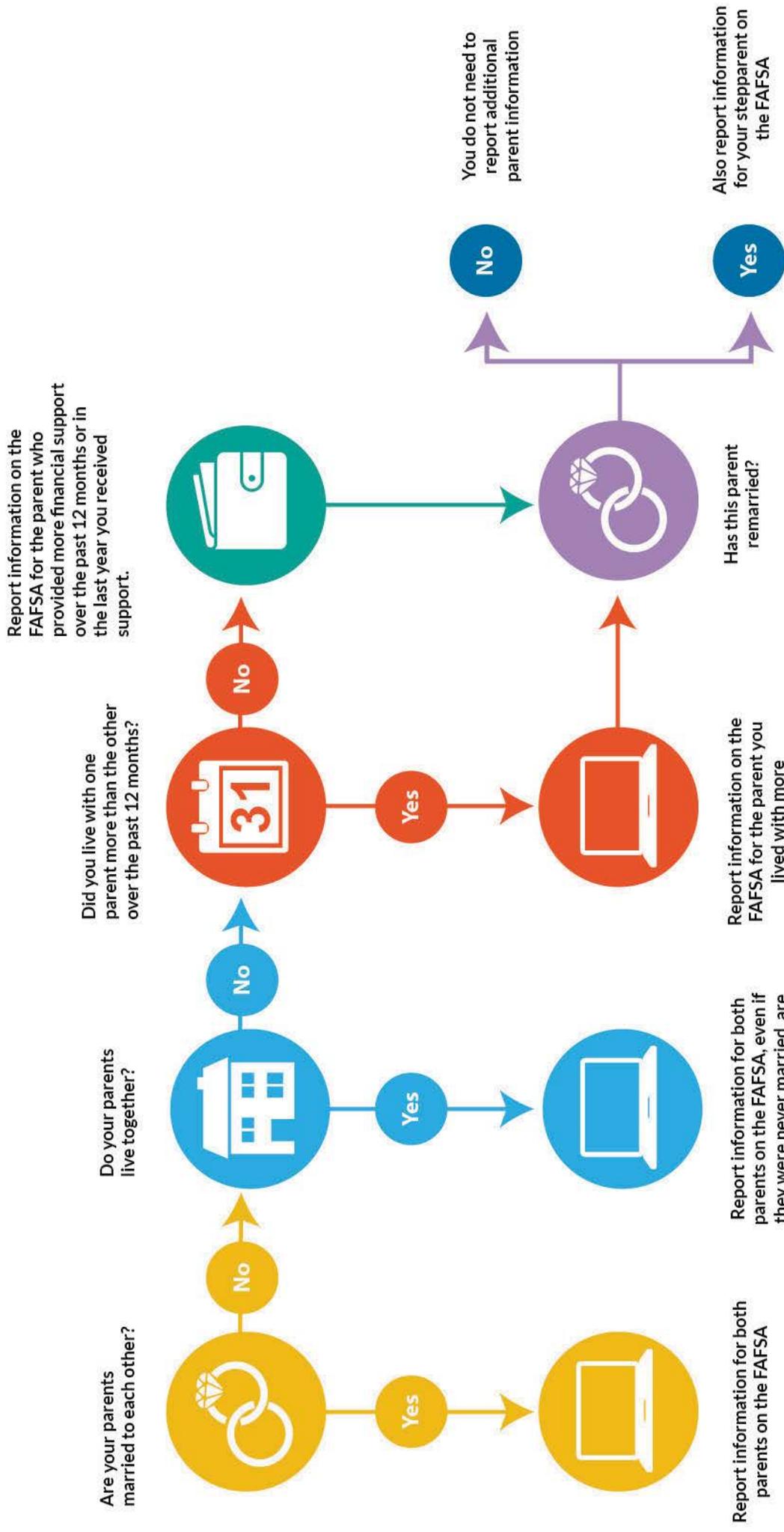
AND



Have a valid Social Security number unless you are from the Republic of the Marshall Islands, Federated States of Micronesia, or the Republic of Palau

If you, the student, are a U.S. citizen but your parent is NOT, you can still complete the FAFSA. Your parent's will enter all 0s for their SSN (000-00-0000) and will print a signature page to sign the FAFSA.

Who To My Parent When I Fill Out My FAFSA?



- Widowed Stepparent
- Grandparents
- Older Brothers or Sisters
- Foster Parents
- Legal Guardians
- Aunts or Uncles

The following people are not your parents unless they have adopted you:

*Adapted from Federal Student Aid "Who's my Parent When I Fill Out the FAFSA" Infographic. studentaid.gov



What is the FAFSA?

The Free Application for Federal Student Aid (FAFSA) is the application that students must complete to be considered for financial aid. Financial aid is money for college that comes in the form of grants, scholarships, loans and/or work-study. Financial aid comes from many sources—the federal and state government, the college, and/or outside organizations. The FAFSA is the key that unlocks all of these funding sources for your student.

It is required!

Most institutions require that students complete the FAFSA to be considered for all types of financial aid. In Tennessee, you must complete the FAFSA to be considered for the HOPE Scholarship and/or TN Promise.

It is free!

You should never pay to file the FAFSA. If you need help completing the FAFSA, contact your student's high school counselor or the college where you student plans to attend.

It is easy!

The FAFSA can easily be completed on FAFSA.gov, or you can download the myStudentAid app from the Apple App store (iOS) or Google Play (Android).

FAFSA Myths

- **My student is going to pay for their own college. My information is not needed for the FAFSA.**
FALSE! The FAFSA requires parental information. Unless the student has an extremely special circumstance, parental information will be required for your student to complete the FAFSA. Without this information, your student's FAFSA will be incomplete, and your student will not be able to receive financial aid.
- **I don't file taxes so I can't complete the FAFSA.**
FALSE! If you did not file taxes for 2018 because you were not required to file (e.g. disabled, unemployed), you will select "Not Going to File" when asked by FAFSA and proceed answering the remaining questions.
- **I'll get audited by the IRS if I complete the FAFSA.**
FALSE! While the FAFSA does ask for IRS tax information, completing the FAFSA does not increase your chances of being audited.
- **My student is a US citizen but I'm not, so I can't file the FAFSA.**
FALSE! If your student is a US citizen or eligible non-citizen, they can still complete the FAFSA. Parents who do NOT possess Social Security Numbers (SSN) will enter 000-00-0000 for their SSN when asked by FAFSA and proceed answering the remaining questions.
- **I make too much money to get financial aid.**
FALSE! There is no limit to the parents' income for the HOPE Scholarship, Wilder Naifeh, or TN Promise; however, a student must complete the FAFSA to receive these awards.

Volunteer Recruitment Letter

This letter should be distributed to any volunteer prospects and/or groups. Update the bold pieces with your school's event information and feel free to add more event details to generate interest.

<School logo>

<School address>

Dear <name of organization>,

<Name of your high school> is hosting a TN FAFSA Frenzy event on <date>. TN FAFSA Frenzy is an event to assist students and their families in filing the Free Application for Federal Student Aid (FAFSA) and learning more about financial aid options for college. The FAFSA is an important part of the college-going process and, in Tennessee, students are required to complete the FAFSA to be eligible for state aid. Additionally, students who complete the FAFSA are more likely to enroll in college.

We will be hosting our event on <date> and would welcome representatives from <name of organization> to visit our school during this exciting and important time. With your help, students and their families can get answers to questions about how to complete the FAFSA and how they can pay for college. Volunteers can greet and sign in students, assist students with completing the FAFSA, or distribute information about financial aid opportunities. Our students will look to you for help and support as they take a big step in the direction of going to college.

If you or any of your colleagues at <name of organization> are interested in volunteering in any capacity, please contact <name, contact info at name of your high school>.

Thank you,

<Your name>

<Your title>

FAFSA Stickers

“Ask Me” FAFSA stickers are designed for TN FAFSA Frenzy volunteers to wear on the day of your TN FAFSA Frenzy event. These stickers will allow students and parents to easily identify volunteers who will be able to assist them with filing the FAFSA. Use the template provided on the next page to print your own stickers.

Printing Instructions

“Ask Me About My College” and “Ask Me I Can Help” stickers are designed to be printed on Avery 2 1/3” x 3 3/8” white label name tags (product number 8395).



FAFSA



questions?

ASK ME!

I can help.



FAFSA



questions?

ASK ME!

I can help.



FAFSA



questions?

ASK ME!

I can help.



FAFSA



questions?

ASK ME!

I can help.



FAFSA



questions?

ASK ME!

I can help.



FAFSA



questions?

ASK ME!

I can help.



FAFSA



questions?

ASK ME!

I can help.



FAFSA



questions?

ASK ME!

I can help.

