

# APPLICATION PROCESS AND FILING DATES FOR FINANCIAL AID PROGRAMS

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All students should annually apply for financial aid.

To apply for financial aid from the federal government, New York State or Pace University, you must file the Free Application for Federal Student Aid (FAFSA). You can apply online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) (<http://www.fafsa.ed.gov>).

You, and your parents or spouse, (if applicable) can electronically sign the FAFSA online using your Federal Student Aid (FSA) username and password.

For priority consideration you should file the FAFSA no later than November 15th, as some awards are made to qualifying applicants on a first come first served basis. Students admitted to Pace University for the Spring semester should file the FAFSA no later than December 1st for priority consideration.

When you complete the FAFSA you will need the following Pace campus codes:

- New York City campus: 002791
- Pleasantville campus: 002792
- White Plains campus: 002727

Shortly after filing the FAFSA, the Federal Department of Education will send a Student Aid Report (SAR). It is essential you read the comments, check the data, and follow all instructions.

## Other Application Requirements:

- To complete your application for New York State aid (New York residents only), complete the Express TAP Application (ETA) (<https://www.hesc.ny.gov/pay-for-college/apply-for-financial-aid/nys-tap/>) online. (You will also be given the opportunity to complete this application with a link to the ETA from the FAFSA website after you finish filing your FAFSA.)
- To apply for the Federal Parent (PLUS) Loan, you must complete the Parent (PLUS) Loan application.
- To apply for Endowed Scholarships from Pace University (Continuing students only), complete the application on-line located on your student Pace portal homepage
- To apply for Alternative Loans, complete the application on your lender's website and provide your lender with any requested documentation. (See Alternative Loans.)
- To apply for aid for the summer, please refer to the "Summer Financial Aid Application Procedures" section below.

The U.S. Department of Education strongly suggests that families use the IRS Data Retrieval tool when filing FAFSA forms. The federal government randomly selects financial aid applications to go through a process called Verification each year. In addition, the Financial Aid Office is required to resolve all conflicting information and obtain documentation and explanations for all unusual circumstances. If you are selected for Verification, have conflicting information or unusual circumstances, the Financial Aid Office will request additional documentation or information to support your application, such as your federal tax returns and W2 form, proof of citizenship, child support paid, etc. If documentation or information is requested you must provide it as quickly as possible. The deadline for completing verification and resolving all issues with your application is April 1st for the Fall semester and December 1st for the Spring semester. Students who submit requested documentation or information after those dates may not have their aid available by the payment due date for those semesters.

When to Expect your Award Notice:

- Students admitted for the Fall semester will begin receiving postcard notices sent to their homes advising their packages are ready for review two to three weeks after the FAFSA is processed by the federal processor, beginning late November.
- Students admitted for the Spring semester will begin receiving postcard notices sent their homes advising their packages are ready for review two to three weeks after the FAFSA is processed by the federal processor, typically end of November, beginning of December.
- Continuing and Resuming students will begin receiving email notifications to view their Award eligibility on their MyPace Portal, beginning mid-June. Please note: Award eligibility provided to Continuing and Resuming students in June are subject to change after Academic Progress is reviewed at the end of June (see Satisfactory Academic Progress).

Note: All awards are subject to change as a result of:

- Changes in your resident status (commuter/resident).
- Changes in your expected enrollment status.
- Receiving financial aid not listed on the Award Notice.

- Changes in your Need
- Completion of the Verification process

In addition, if you drop or withdraw from some or all of your classes your financial aid may be reduced or cancelled. Please refer to the Financial Aid Refund and Repayment policy.

**Accelerated Bachelor's of Science in Nursing (ABSN):** ABSN students interested in applying for financial aid should complete the Free Application for Federal Student Aid (**FAFSA**) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) (<http://www.fafsa.ed.gov>). This application must be completed to determine eligibility for all need-based awards, including federal loans. These students are considered undergraduate students obtaining their second Bachelor's degree.

Since ABSN students are pursuing a second bachelor's degree, the federal programs available are limited to the Federal Direct Loan and if they are New York residents, the Tuition Assistance Program (TAP) Grant, if eligibility was not exhausted in pursuit of the first bachelor's degree. There are also limited Federal Nursing Loan funds available.

All students are strongly encouraged to seek alternative, external financial resources. An extensive list is available in the ALPS office in Lienhard Hall on the Pleasantville campus. Your campus Financial Aid Office also has listings of outside scholarship resources, as do most public libraries.