
This “Visual Guide” is intended to compliment Part 3 of the Financial Aid Guide for California Foster Youth with screen shots of the actual FAFSA application and detailed instructions.
Disclaimer

• While we have made every effort to be accurate in this guide, financial aid programs change. Be sure to get current information.

• This guide is intended for foster youth in California who qualify for “Independent Student Status” on the FAFSA (ex. a student who was in foster care on or after their 13th birthday or in a court-ordered legal guardianship). If you do not qualify for “Independent Student Status,” you will need to complete the Parental Demographics section and provide financial information about you and your parent(s). Information about this process is not included in this guide.

• If you are an undocumented student, remember to fill out the California Dream Act Application (CADAA) at dream.csac.ca.gov instead of the FAFSA. If you are a California undocumented student, you should apply even if you were a DACA recipient and granted a temporary Social Security Number. Most of the questions in the CADAA mirror the questions in the FAFSA; this guide can still be a helpful tool.
How to Apply for Financial Aid?
Three Parts to Maximize Financial Aid

1. Complete the FAFSA/CADAA: 30 minutes - 1 hour
   View slides 6-87

2. Complete the Chafee application: 10 minutes
   View slides 88-90

3. Create a WebGrants Account: 10 minutes
   View slides 91-93
What to Bring to Apply for Financial Aid

Social Security Number or Alien Registration Number
Make sure you know your name exactly as it appears on their Social Security Card

Statewide Student Identifier Number (SSID)
Recommended for California Dream Act Applicants only

Email Address
Use an email address that you check often. Avoid high school emails that expire.

List of up to 10 colleges
You can update this later, if needed.

Tax or income info from the prior-prior year.
Students may be able to use the IRS Data Retrieval Tool (DRT) to transfer tax information from their federal income tax return into the FAFSA, if applicable.
### Part 3. How Do I Apply for Financial Aid?

#### Where to Apply for Financial Aid? (FAFSA or CADAA)

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<td><strong>Complete the Free Application for Federal Student Aid (FAFSA)</strong></td>
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**What is an eligible non-citizen?**

Examples include a U.S. permanent resident who has a green card (Permanent Resident Card), a conditional permanent resident with a conditional Green Card, or a “refugee.” You can find the complete list on the FAFSA.

**California Dream Act Application (CADAA) allows undocumented and nonresident documented students who meet certain eligibility requirements to apply for state financial aid and allows qualified students to pay in-state resident fees (instead of higher out-of-state fees) at California’s public colleges and universities.**

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*Paper applications are also available for the FAFSA and CADAA by calling 1-800-433-3243 and 1-888-224-7268, respectively. Ask a counselor or other adult mentor for help completing the application. Most students say that they find the online application easier.*
STEP 1: BEGIN A NEW FAFSA AT FAFSA.ED.GOV or STUDENTAID.ED.GOV

Returning User: Click “LOG IN”

New to the FAFSA Process: Click “START HERE”

**TIP** Remember, this is a free application! Avoid websites that ask you to pay money for help in completing the FAFSA.
The FAFSA must be completed every year.

If you have done the FAFSA before, you can sign in as a returning user and then click on “LOG IN.” This allows you to prefill the current year’s FAFSA with some data from last year’s FAFSA.
New FAFSA App on Smartphones

FAFSA can now be completed on a mobile phone through the myStudentAid app.
Create an “FSA ID”

*Federal Student Aid Identification (FSA ID)*
When you start a new FAFSA, there are two log-in options.

→ Choose the option that says: “I am the student”
→ Then click the blue link that says “Create one”

This takes you to the FSA ID website at fsaid.ed.gov.

Your FSA ID will serve as your legal signature and you will need it to sign your FAFSA electronically before you submit the FAFSA.
You will be taken to a new page to create your FSA ID

→ Create a Username and Password that can be easily remembered but should not be easy for someone else to figure out (Ex., do not use your name, date of birth, or the word “password”).
→ Enter your name and Social Security Number **exactly** as they appear on your Social Security Card.

** If you don’t know your Social Security Number, you can call your county’s child welfare department or Independent Living Program (ILP) for assistance. You will need the physical card for employment, even for a work-study job.

** If you don’t have a social security number, apply for the CADAA at **dream.csac.ca.gov**
STEP 2: CREATE AN “FSA ID” (FEDERAL STUDENT AID IDENTIFICATION)

→ Enter an email address that you check often so that you can get help if you get locked out or forget your username or password. It is not recommended that you use a high school email address, since those often expire. Create or use an email address that you can use throughout college, such as Gmail, Yahoo or Outlook.

→ Enter your mailing address, mobile phone number, and choose a preferred language.

→ Enter a mobile phone number so that you can get help if you get locked out or forget your username or password. Having a mobile phone number helps you unlock the FSA ID because the FAFSA processor can text unlock codes to this number. A regular (land line) phone number is less useful.
Choose “Challenge Questions and Answers” that can easily be remembered in case you forget your FSA ID username or password.

Review that all the information is correct.
STEP 2: CREATE AN “FSA ID” (FEDERAL STUDENT AID IDENTIFICATION)

→ Click the box to certify that all the information you provided is correct, and that you accept the terms & conditions.

I declare under penalty of perjury under the laws of the United States of America that the information that I have provided to obtain an FSA ID is true and correct, and that I am the individual who I claim to be. I have not allowed this information to be provided by an employee or agent of a commercial entity, or other third party, for purposes of commercial advantage or private financial gain (regardless of whether that commercial entity or third party is providing a service to me). I understand that falsification of this statement may be punishable by a fine, by imprisonment of not more than five years, or both.

If you agree to these terms, select the “I certify that the above information is correct and accept the terms and conditions”.

☐ I certify that the above information is correct and accept the terms and conditions

CANCEL

< PREVIOUS  CONTINUE >
TIP

Write down these items somewhere safe so you don’t forget:

- FSA ID Username
- FSA ID Password
- Email Address & Password
- FSA ID Challenge Questions & Answers
You’re Now Ready to Start Your Online FAFSA!

Login with your new FSA ID and begin the FAFSA
Once your FSA ID is created, you can immediately log into the FAFSA at [fafsa.ed.gov](http://fafsa.ed.gov) and start your application.

→ Click “I am the student”

→ Enter your FSA ID Username or Verified Email Address & FSA ID Password.
STEP 3: COMPLETE THE FAFSA

- First, read the Disclaimer and, if you agree, Click “Accept”
Select the school year that you plan to attend college.

Remember that the school year begins in the fall term. If you are applying for a summer session, that usually is part of the prior academic year.
STEP 3: COMPLETE THE FAFSA

- Follow the directions to create a “Save Key” in case you need to save your application and finish it later.

- You can return within 45 days to complete and submit the FAFSA.
Make sure to write down your Save Key somewhere safe so you don’t forget:

- FSA ID Username
- FSA ID Password
- Email Address & Password
- FSA ID Challenge Questions & Answers
- [ ] Save Key
STEP 3: COMPLETE THE FAFSA

- The Introduction Page includes general information about the FAFSA

→ Click “Next” at the bottom of each page to go to the next page.
STEP 3: COMPLETE THE FAFSA

- Complete the eight sections listed as tabs at the top of the screen. The website will take you through each section.
- When you complete a section, be sure to click “Save and Continue.” Then, click “Next” at the bottom of the page to go to the next section.
- Note that if you don’t respond to all of the required questions, the system will alert you to complete the questions before you can move on to the next section.
- For detailed instructions and information about each question, click the question mark icon.
Student Demographics Section
FAFSA SECTION 1: STUDENT DEMOGRAPHICS

- **Student Name:** Make sure that your name matches **exactly** as it appears on your Social Security Card. This is your legal name, not a nickname.

- **Social Security Number:** Make sure that your name and Social Security Number matches **exactly** as it appears on your Social Security Card.
FAFSA SECTION 1: STUDENT DEMOGRAPHICS

- **Email Address:** Double-check the email address to make sure there are no typos. The U.S. Department of Education and the colleges that you apply for financial aid will send FAFSA reminders, status updates and financial aid application results to this email address.

- **Telephone number:** This field is optional.
Permanent Mailing Address:
This should be the same address you use on official government documents such as tax returns and voter registration cards. This is an address where the student can receive postal mail, such as a P.O. Box. If you don’t have a permanent mailing address, ask your college’s financial aid administrator for help.
State of Legal Residence: If you select that you have lived in CA for at least 5 years, you are eligible for the California State student Aid application (the Cal Grant).

A separate application is not required, but you need to make sure that your high school has submitted your verified GPA and that it has been matched to your FAFSA. Learn more in “After the FAFSA” of the Financial Aid Guide for California Foster Youth.

Are you a U.S. Citizen? If you select “No, but I am an eligible noncitizen”, you will be asked to provide your Alien Registration Number.
Select the option that best fits your *initial* educational goal.

→ It is important to NOT select “other/undecided” as it may limit the grants you can receive

→ If you are uncertain if you will attend a 2-year or 4-year college, select 4-year college

→ It is important to not select “2nd bachelor’s degree” if you don’t already have a bachelor’s degree, as it may limit the grants you can receive

What will your college grade level be when you begin the 2020-2021 school year?
If you took college courses while in high school, and were dually enrolled, you are still considered a first-time college student and can select the option: “Never attended college/1st yr.”

Work study? Answer Yes! Federal Work-Study allows students with financial need to earn a portion of their financial aid award money through part-time employment on or off-campus. You can decline it later if you change your mind. Answering “Yes” also will not guarantee that you will receive a Federal Work-Study job.
• **Male or female:** This is based on their sex at birth as indicated on their birth certificate.

Federal law requires that most male U.S. citizens and male immigrants residing in the U.S. (permanent resident aliens), age 18-25, register with the Selective Service. → If you haven’t registered yet, you will be able to use the FAFSA to automatically register you with Selective Service. → Transgender students must comply with the Selective Service registration requirement based on the student’s sex at birth as listed on the student’s birth certificate. → CADAA applicants must register via mail.
Driver’s License: A driver’s license is not required to complete the application but can help prevent identity theft. Driving record and parking tickets do not affect eligibility for financial aid.
You will be asked: “Are you a foster youth or were you at any time in the foster care system?”
→ Answer YES to this question, even if you were only in foster care for one day. Answering yes may give you access to more support to help you in college.

[Note: This question is not on CADAA]

Foster youth can select “Other/unknown” for “Highest School Completed by Parent.”
→ Parent does not refer to a legal guardian or foster parent.
→ How you answer does not affect your eligibility for federal student aid.
If this is not your first year of college, you will be asked if you have ever received federal student aid.

If yes, you will be asked if you have been convicted for the possession or sale of illegal drugs for an offense that occurred while receiving federal student aid.

Note: This applies to federal student aid and is not part of the CADAA.

If your eligibility for federal student aid has been suspended due to a drug conviction, you can regain eligibility early by completing an approved drug rehabilitation program or by passing two unannounced drug tests administered by an approved drug rehabilitation program.

Select NO if:
- the selection wasn’t a state or federal offence
- it occurred before you were 18, unless you were tried as an adult.
- the conviction was removed from your record; or
- the offense that led to your conviction didn’t occur during a period of enrollment for which you were receiving federal student aid (grants, work-study funds, or loans).

Even if you aren’t eligible for federal student aid, complete and submit your FAFSA form because you might be eligible for state or school financial aid.
School Selection Section
**FAFSA SECTION 2: SCHOOL SELECTION**

- If you indicated that you are still in high school or have completed your high school diploma in the “Student Demographics” section, when you get to the “School Selection” section, you will see this screen asking you to provide the name, city and state of that high school.

- **Important:** Use the search function to find your high school. This will help to ensure that your GPA is correctly matched when it is submitted by your high school.

- You will not be prompted to answer this question if you indicated that you received a GED certificate or state-authorized high school equivalent certificate in the prior section.
FAFSA SECTION 2: SCHOOL SELECTION

- Search for and select up to 10 colleges that you may want to attend. Information from the FAFSA will be sent to the schools you have selected.

- You can update or change school selections later if your plans change or you’re just not sure yet.

- You must select at least one college to continue with the FAFSA. You do not need to have applied for admission yet to the colleges you list.
After the FAFSA has been processed and you have received your Student Aid Report (SAR) or SAR Notification, you can submit the FAFSA to an additional 10 colleges, if necessary, by replacing the original set of 10 colleges with a new set of up to 10 colleges. Your original set of 10 colleges will still receive their copy of your FAFSA information. Repeat this process as many times as necessary, each time waiting until you receive the SAR or SAR Notification. You can do this by visiting fafsa.ed.gov or by calling 1-800-4FED-AID (1-800-433-3243). You may need the DRN number from your SAR.
• Search for and select up to 10 colleges that you may want to attend.

• You can update or change school selections later if your plans change or you’re just not sure yet.

• You do not need to have applied for admission yet to the colleges you list.
Select at least one college and up to 10 colleges by clicking on the box on the left side of the college(s) you’d like to select or “ADD MORE SCHOOLS”

Be careful when selecting your colleges. Some college names are very similar and it’s easy to get them confused.

Costs vary by college type. State colleges and universities are generally the most affordable; private trade schools can be costly. Ask for help if needed to make selections.

Be sure to list each UC or CSU campus to which you are applying for admission separately in this section.
This page asks you to indicate your housing plans for each campus. Most four-year universities or colleges offer on-campus housing, but only a few community colleges in California offer on-campus housing.

Do NOT select "With Parent" as your housing plan if you plan to live with a foster parent, relative caregiver or legal guardian. Instead, select "Off-Campus." This is crucial for getting all the money that is available to you to pay for your living expenses.

Note that the order in which you list the colleges does not make a difference in California.
Dependency Status Section

Dependency Determination
Marital Status: Your legal status is “single” if you are not married, even if you live with or have a boyfriend, girlfriend or significant other.
Current or former foster youth may qualify for “Independent Student Status” on the FAFSA if they can answer “Yes” to any part of either of these two questions:

- Neither legal guardian nor foster parents are considered parents when completing the FAFSA.
- Even if you were in foster care, or were a dependent or ward of the court, for just one day after you turned 13, you qualify.
- Dependent vs. Ward of the Court: The term “ward” is used to mean “dependent” of the court.
- You are a ward of the court (regardless of whether this status is determined by the county or state) if the court has assumed custody of you, even for just one day. Court-ordered documents exist that designate you as a ward of the court.
- If you were a dependent or ward of the court, but remained in the legal custody of your parents, you do not qualify for “Independent Status” as a foster youth on the FAFSA.
- Youth in Family Maintenance will not qualify unless they were in out-of-home care for at least one day after the age of 13.
- If you exited foster care before the age of 13 and were either reunified with your parents or adopted, you will most likely need to provide information about your parents’ income. You can request an exemption from this requirement, however, for special circumstances. Consult with the financial aid office at the college you plan to attend for more information.
How is Foster Youth Status Verified?

Automatic verification through a data match with the California Department of Social Services (CDSS)

Only submit a verification letter if data match is unsuccessful.

HOW TO PROVIDE VERIFICATION OF FOSTER YOUTH STATUS:

➢ Current foster youth: Contact your county social worker or Independent Living Program (ILP).

➢ Former foster youth: Can also contact the State Foster Care Ombudsman’s Office: 877-846-1602.

Note: Although a ward of the court letter is no longer needed for the FAFSA, students may need it to access other benefits at their campus for foster youth. It is encouraged that you request a copy, as you may need it in the future.
**Household Size:** The number is for you, and if you indicated previously that you are married, your spouse, will automatically populate on this screen.

If you indicated in the dependency section that you have children, you must enter the number of children.

Your siblings, other relatives, family of origin, foster family, people living in your group home or others who live with you are not included in household size.

**Number in College:** Enter “1” for number of family members and number in college if you are single and do not have children.
Even if you are determined to be an Independent Student, you will be asked if you want to answer questions about your parents. You can answer “No” to skip these questions. Answering “No” will not prevent you from getting financial aid.
Parent Demographics Section
If you were determined to be “Independent” in the previous Dependency Status section, you will **not** be required to complete the Parent Demographics and Financials sections. You will automatically proceed to the next section and only need to provide financial information for yourself.
Student Financials Section

These instructions are for students with “Independent Status.” Dependent students will need to also provide parent information.

Option a). If you select “Already Completed” IRS Income Tax Return
Option b). If you select “Will File” IRS Income Tax Return
Option c). If you select “Not Going to File” IRS Income Tax Return
Pay careful attention to which year’s income, tax and asset information you have to report in this section. FAFSA uses income and tax information from the “prior-prior” year (Ex. The 2020/2021 FAFSA which is filled out between October 1, 2019 – March 2, 2020 will ask for 2018 tax/income information.

Asset information is based on the date the FAFSA is filed.

You will be asked if you completed your IRS income tax return for the appropriate year. You must select one of three options:
- Already completed
- Will file
- Not going to
Option a).
If you select “Already Completed” IRS Income Tax Return
If you filed taxes for the requested year, select this option.
If you select “Already Completed”:

- Select “Link to IRS” to transfer your federal income tax return information directly into the FAFSA from the IRS using their “Data Retrieval Tool” (DRT).
- To protect security of tax information, you will not be able to see the actual information that is being transmitted.
- If you have difficulty with the DRT or it’s not working, you can manually enter the information from your federal income tax return.
- If you don’t have a copy of your tax return, you can download a free transcript at [irs.gov/transcript](http://irs.gov/transcript) or request a federal income tax return transcript by filing IRS Form 4506-T, which can be found at [www.irs.gov/pub/irs-pdf/f4506t.pdf](http://www.irs.gov/pub/irs-pdf/f4506t.pdf). If you see a reference to a $50 fee, it means you have IRS Form 4506 instead of IRS Form 4506-T.
FAFSA SECTION 6: STUDENT FINANCIALS

- Leaving **FAFSA on the Web** will display when going to the IRS Web site.
- It will inform you that your IRS tax information will not display, for your protection.
- Click “PROCEED TO IRS SITE” or “SKIP IRS TRANSFER” if you would like to enter the information manually.
Next, you will be taken to the IRS Data Retrieval Tool Site.

- A warning text appears as the IRS Data Retrieval Tool site is displayed.
- Click “OK”
The fields at the top are pre-filled based on FAFSA responses. The Social Security Number cannot be updated. Provide the address that matches your Federal Income Tax Return for the requested year.
2019-20 IRS Data Retrieval Tool, page 1, continued:

- Click “Submit” to retrieve IRS data, or “Return to FAFSA” to discontinue use of the IRS DRT and return to your FAFSA.
2019-20 IRS Data Retrieval Tool, page 2:

- Check the “Transfer My Tax Information...” box and click “Transfer Now” to carry this data back into your FAFSA

  OR

- Check the “Do Not Transfer...” box and click “Do Not Transfer” to discontinue use of the IRS DRT

You are again notified on this page that the information will not display on the IRS page or on the fafsa.ed.gov site.
An alert message will indicate that the IRS Data was successfully transferred and will be identified as “Transferred from the IRS”.

This data cannot be changed or viewed.
If the student clicked on “No Thanks” for using the IRS Data Retrieval Tool, then they will be asked questions about income and tax information from their federal income tax return.
Student IRS Info and Income from Work

Enter adjusted gross income, and how much was earned from working.

Tip: The FAFSA tells you on what line of your tax return you can find the requested information.
Student Simplified Path Determination: If you filed an IRS 1040, you will be asked if you filed a “Schedule 1.” Click to learn more information.
Student Additional IRS Info

You will then need to provide the amount of your income tax.

Remember that the instructions tell you what line to find this information on from your tax return.
FAFSA SECTION 6: STUDENT FINANCIALS

Student Questions for Tax Filers Only

Based on the answers to the previous questions, you may be asked if you would like to skip the remaining questions about your income and assets. There is no penalty for choosing yes and skipping the remaining questions.

Otherwise, the student will be asked about various other forms of income.
Student Additional Financial Info

If you received federal work-study, you must enter the information twice in the FAFSA so that it is subtracted when determining your total income. First, include the amount in the total provided when asked “How much did you earn from working?” and then in this section.

Also provide the amount in Additional Financial Info Section that says, “Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships”
**Student Untaxed Income**

You DO NOT have to report the following information as income earned from working or as “Untaxed Income”:  
→ Extended Foster Care (AB 12) benefits—including Supervised Independent Living Placement (SILP) payments or payment from a THP-Plus FC program. Even if your SILP payment is sent directly to you, you DO NOT need to report this as income. This also includes the infant supplement.  
→ Welfare (CalWORKs) payments  
→ Untaxed Social Security benefits  
→ Supplemental Security Income (SSI) - do not confuse with Social Security Disability Insurance (SSDI)

*There are other less common types of untaxed income that do not need to be reported. Check the “Help” page for “Other Untaxed Income” to see the complete list.*
FAFSA SECTION 6: STUDENT FINANCIALS

**Student Assets:**

If asked, click “Yes” to skip questions about your assets. It is not required.

If your income is over a certain threshold, you will instead be asked to provide information about your assets such as savings or investment accounts.
Option b). If you select “Will File” IRS Income Tax Return

Very few people will need to select this option. If you were required to file taxes, but missed the deadline, select this option.
If you select “Will file” a tax return, indicate what your filing status will be when you do file.

A message will appear to confirm that you have missed the deadline to file taxes, but still plan to file an income tax return.

Click “OK” if this is true.

Remember: If a student selects “Will File” they must update their FAFSA once they have filed their federal income tax return.
FAFSA SECTION 5: FINANCIAL INFORMATION

Student IRS Info

Either use the prior year’s taxes if the information is similar to provide estimates or click “Income Estimator” for assistance estimating the adjusted gross income.

**Gross income** = total income paid to you before any deductions or taxes were taken out.

To view the additional financial information screens that follow, see slides 62-68.
Option c).
If you select “Not Going to File” IRS Income Tax Return
If you did not have to file taxes, select this option. You will still be asked questions about any income you may have earned or received.
Select “Not going to file” if, for example, you did not work or did not make enough money that requires you to file taxes for the requested year.

If you are not going to file taxes, you may be required to submit an **IRS Verification of Non-Filing Letter**. For directions on how to obtain that, visit: tinyurl.com/NonFilingLetter

This can be requested free of charge at irs.gov/transcript or filling out IRS Form 4506-T. See your college financial aid department for assistance.

**TIP**

Unsure if you made enough money to file taxes? Each year the income requirement is different.

Ex. In 2018 if you were single, under 65 and your gross income was at least $12,000, then you needed to file a tax return.

**Gross income** = total income paid to you before any deductions or taxes were taken out.
FAFSA SECTION 6: STUDENT FINANCIALS

Student Income from Work

You will be asked to report how much money you made from working. If you did not work, enter zero.
Additional Financial Info

If you received federal work-study, you must enter the information twice in the FAFSA so that it is subtracted when determining your total income. First, include the amount in the total provided when asked “How much did you earn from working?”

Also provide the amount in Additional Financial Info Section that says, “Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships”
You DO NOT have to report the following information as income earned from working, or as “Untaxed Income”:

- Extended Foster Care (AB 12) benefits—including SILP payments or payment from a THP-Plus FC program (even if your SILP payment is sent directly to you). This also includes the infant supplement.
- Welfare (CalWORKs) payments
- Untaxed Social Security benefits
- Supplemental Security Income (SSI) - do not confuse with Social Security Disability Insurance (SSDI)

*There are other less common types of untaxed income that do not need to be reported. Check the “Help” page for “Other Untaxed Income” to see the complete list.*
**Student Assets:**

If asked, click “Yes” to skip questions about your assets. It is not required.

If your income is over a certain threshold, you will instead be asked to provide information about your assets such as savings or investment accounts.
Sign & Submit Section
The final section of the FAFSA!
Preparer Info:

• Are you a preparer? (This is rare)

Select “No” even if an adult or mentor is assisting you in completing the application. They are not considered “preparers.”
“Expand All” to review all the information from the application. Print, read and check the information on this screen. It is a summary of the information you provided on the FAFSA.

You can print a copy for your records by clicking “PRINT THIS PAGE”.

If everything is ok, move on to the next page.
Agreement of Terms

Read and check the box indicating agreement with the signing statement and move onto the next page.
Signature Options

• Click “SIGN THIS FAFSA” and then “NEXT”

• Since you entered your FSA ID to login to the FAFSA, you don’t have to enter it again.
FAFSA SECTION 7: SIGN & SUBMIT

Signature Status

- Click “SUBMIT MY FAFSA NOW”
This is your Confirmation Page to show that your FAFSA is submitted! It provides your confirmation number and Data Release Number, should there be any issues.

If possible, print and save a copy of this page for your records.

A copy will be sent via email.

You’ll be notified in take 3-5 days that it was processed.

If you need to make any changes, you must wait until you receive your Student Aid Report (SAR). This may take a few days to a few weeks after filing your FAFSA.
Free Help Completing the FAFSA

• Live Help built into FAFSA on the Web
• U.S. Department of Education’s toll-free hotline:
  • 1-800-4-FED-AID (1-800-433-3243) or 1-334-523-2691
  • TTY (hearing impaired): 1-800-730-8913
• FSA ID problems: 1-800-557-7394
• Email the U.S. Department of Education at:
  FederalStudentAidCustomerService@ed.gov
After the FAFSA
Once your FAFSA is processed (within a few days), it will be indicated when you log back into the FAFSA.

You can make a correction by choosing “Make FAFSA Corrections,” or click to “View or Print your Student Aid Report (SAR).”

If you choose “Make FAFSA Corrections,” you will be taken to a page asking for your FSA ID Username, FSA ID Password and Save Key.

Choosing “View or Print your Student Aid Report” will take you to a page asking for your FSA ID Username, FSA ID password. From there, you’ll be able to view your SAR.
Student Aid Report

If you click “View or Print your Student Aid Report (SAR)”, you’ll see this page.

The SAR summarized the information provided on the FAFSA. It includes their Data release number (DRN) and expected family contribution (EFC). In this case, their EFC is “0000000” (or “0”) which means they will likely qualify for more aid. It is not your award letter, but an estimate of what you MAY be eligible for.

May take a few days or weeks to receive your SAR.

It will include your EFC and info if you’ve been selected for verification.

At bottom of page, students can “PRINT THIS PAGE” or “VIEW STUDENT AID REPORT (PDF)”
Apply for the Chafee Grant
Chafee Grant:

Up to $5,000 for up to 5 years (whether or not consecutive) up until the age of 26

Can be used in-state and out-of-state.

Must be a dependent or ward of the court at least one day between the ages of 16-18.

First time applicants must submit a separate application at chafee.csac.ca.gov
Chafee Grant
chafee.csac.ca.gov

- Use Internet Explorer 7 and higher
- Separate application for **first time** applicants
- **School of Attendance** refers to *one* college the student plans to attend.
- Students can update their Chafee grant applications and monitor award status on **WebGrants**
Set Up a Webgrants account

Create this to view the status of your FAFSA & Chafee Grant
WebGrants 4 Students: mygrantinfo.csac.ca.gov

Students will need to wait to create a webgrants account until their FAFSA or CADAA is processed. It can take up to 2 weeks for the FAFSA to process.

If there are any issues, they should contact CSAC:

(888) 224-7268 or studentsupport@csac.ca.gov
Make sure your contact information is up to date so CSAC can reach you.

Here is the screen where you can edit contact information. As a future enhancement, CSAC will be adding an indicator to show that the address has been verified as invalid.
WebGrants To Do’s

1. Check your award status and amount for the Cal Grant and Chafee Grant

2. Verify if there are any “pending” items or forms that still need to be completed

3. Confirm that your school of attendance is accurate. This is referring to the college you plan to attend, not your high school.

4. Verify that your GPA has been received. If not, contact your high school counselor or the California Student Aid Commission.

5. Enter your high school graduation date. This will become available on the 1st day of the month of your planned graduation month.

6. If you applied for Chafee Grant, check that your “Department of Social Services Record” is complete to verify your foster youth status. Note: This is only verified monthly so it may take up to 6 weeks before this is verified.