

Southern California Institute of Architecture

Priority Date for Filing the FAFSA: February 24, 2012
Federal School Code: 014073

Helpful Hints for Completing the FAFSA

- For a faster response, complete the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.ed.gov. To sign your FAFSA electronically, first apply for a PIN number at www.pin.ed.gov.
- Read all of the instructions.
- **Ensure your Social Security Number is entered accurately.** The processing center and Southern California Institute of Architecture use your Social Security Number in your application process. An error here can cause serious delays.
- Your name must be entered exactly as it appears on your Social Security Card, including spaces and hyphens.
- Round all dollar amounts to the nearest whole number.
- Do not leave any items blank. Use zeroes for items that are not applicable.
- All required documents should be completed, signed, and submitted to the appropriate sources. Failure to do so could result in delays.
- If you are enrolled in less than 12 undergraduate credit hours (full-time) or 9 graduate credit hours (full-time), your aid may be reduced accordingly.
- Our office needs to know any external scholarship you will receive (such as those civic groups, clubs, and churches). Failure to notify us could delay the processing of your financial aid.
- Report all outside agency resources to the Financial Aid Office. Some examples of such resources include: Military Tuition Assistance, Veterans Disability Benefits or fees that are paid by an employer.
- You will be notified by e-mail if any additional information is required. All required information should be sent to our office in a timely manner. **Failure to do so may result in aid being delayed.**
- If you are transferring from an institution that granted you a dependency override or special circumstance, the override/circumstance will not automatically apply at Southern California Institute of Architecture. You will need to contact your financial aid counselor to discuss your situation.
- For other questions, please contact the financial aid office by email financialaid@sciarc.edu, by phone at (213)613-2200.

The FAFSA Question by Question

Most mistakes are made because students and/or parents do not follow or understand the application instructions on the FAFSA. Please be aware that errors may significantly delay the processing of your FAFSA at the federal level, the University level, or both. If you complete the FAFSA online, automatic error checks are run that are not available on the paper form. It is important to **read** the instructions carefully. If you are not clear on a question, please call us at (213) 613-2200 or the Federal Student Aid Information Center at 1-800-4-FEDAID (1-800-433-3243).

Information about the Student

- Dependent student must also list the **parents'** social security number, name, and date of birth.
- Answer questions for the terms that you will be enrolled and the type of enrollment.
- You must answer the question regarding possessing or selling of illegal drugs truthfully. This question can impact your financial aid status.

Student Status

- If you answered "No" to the questions in this section, you must complete both the student and parent income areas of the FAFSA.
- Students who are under 24 years of age but plan to marry before fall term may want to wait to file their FAFSA until after their marriage. Consult with your financial aid counselor to determine how you should file.

Student and Parent Income

- All income information must be completed. Put a “0” for any line items that do not apply to you.
- If your parents have divorced or separated, provide information about the parent you lived with most during the past 12 months. If you did not live with one parent more than the other, answer in terms of the parent who provided the most financial support during the last 12 months or during the most recent year that you were actually supported by the parent.
- Marital status of parent refers to the status of the parent with whom you live. This means if your biological parents are divorced and you live with your mother who has remarried, then her status is “married”. Using this scenario, both the mother’s income and her husband’s income must be listed on the application.

Household Size and Number in College

- If you did not have to enter parent information and are “independent” according to financial aid regulations, include only those who receive more than half of their support from you (and your spouse) between the period of July 1 and June 30th of the prior year in your household.
- To determine the number in your household in college, list the number of people in your household (spouse and/or children under the age of 24) who will attend college between July 1 and June 30. Count only the family members who will be enrolled at least half time in a degree or certificate program that leads to a recognized education credential at a college that is eligible to participate in Federal Student Aid programs.
- If you are “dependent”, to determine the number in your parent’s household in college, enter those who are siblings or children under the age of 24 and who will attend college between July 1 and June 30. Do not include parents. Count only the family members who will be enrolled at least half time in a degree or certificate program that leads to a recognized education credential at a college that is eligible to participate in Federal Student Aid programs.

Releases and Signatures

- List Southern California Institute of Architecture as a school to receive your information. Our Federal School Code is **014073**.
- **An unsigned form is the same as no form at all.** If you are a dependent student and your parents’ information was required on the form, then at least one parent must also sign the form. If you file online and chose to sign electronically, you must apply for a U.S. Department of Education PIN number. **If you are dependent, your parent must apply separately for a PIN Number.** This can be done at the PIN website: <http://www.pin.ed.gov>. You may also print and mail a signature page, but this may delay the processing of your aid.

Common Financial Aid Acronyms

AGI Adjusted Gross Income
EFC Expected Family Contribution
GPA Grade Point Average
SAP Satisfactory Academic Progress

PIN Personal Identification Number
FAFSA Free Application for Federal Student Aid
PLUS Parent Loan for Undergraduate Students
SAR Student Aid Report