SEWARD COUNTY
COMMUNITY COLLEGE

OFFICE OF STUDENT FINANCIAL AID
PO Box 1137
Liberal, KS 67905-1137
Phone: 620-417-1110
Email: financialaid@sccc.edu

2020-2021 Financial Aid Process Check List

Step 1 – Apply for admission to SCCC

☐ Complete the Application for Admissions and send to the SCCC Office of Admissions.

☐ Send your official, final high school transcript in a sealed envelope, ACT/SAT scores and/or GED scores to the SCCC Registrar's Office.

☐ Submit all appropriate academic transcripts from other colleges, universities, technical schools you have attended to the SCCC Registrar's Office.

Step 2 – Apply for federal, state, and institutional financial aid

☐ Complete the 2020 – 2021 Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. To send your FAFSA to SCCC enter our school code of 008228 when you fill out the schools portion of the FAFSA. Priority deadline to complete the FAFSA is June 15, 2020.

☐ Complete the Kansas Student Aid Application if you qualify for a State of Kansas Scholarship, Ethnic Minority Scholarship, Teachers Scholarship, Nursing Scholarship or Career Technical Workforce Grant. Students who are Kansas residents and enrolled/will enroll in a qualified program at a Kansas college or university may apply. (There may be other requirements that are specific to each scholarship.) A FAFSA must be filled out for these scholarships, with the priority deadline of April 1 encouraged. Priority deadline for each scholarship is: May 1, 2020. **Apply online at:**
http://www.kansasregents.org/students/student_financial_aid

☐ Complete the SCCC Scholarship & Grant Application
  ▪ PRIORITY deadline: April 1, 2020
  ▪ DEADLINE for Consideration: July 15, 2020
  ▪ FINAL deadline: September 1, 2020

Step 3 – Review your Student Aid Report (SAR) to make sure the information is correct. You will receive your SAR approximately 3 to 4 weeks after you complete the FAFSA. If you do not, contact the FAFSA Processor at 1-800-433-3243.

☐ **Make corrections to your FAFSA online**, if anything is incorrect, and resubmit the corrections. You will receive a new SAR once the corrections have been made; this process can take up to 2 weeks.

Step 4 – Complete Verification

If your application is selected for verification by the Department of Education, SCCC will mail you a Verification Worksheet and information regarding any other documents you need to complete. Promptly respond to any letter you receive from the SCCC Financial Aid Office to avoid delays in processing your Financial Aid Application.

☐ **Submit any Verification Information** to the SCCC Office of Student Financial Aid as quickly as possible. Please make sure you complete **every** section of the Verification Worksheet, sign and return it to the SCCC Financial Aid Office along with any other requested documentation.

Step 5 – Respond to your Financial Aid Award Letter

☐ **Review Award information** by following the steps of acceptance in the award letter that will be mailed/emailed to you. Print a copy for your records. You **must** respond within 30 days of receiving your award notification to avoid cancellation of any scholarships you have been awarded (federal aid is excluded). If needed, a paper copy can be requested from the financial aid office.

Step 6 – Complete your Promissory Note and Entrance Loan Counseling, if you accepted a loan.

Loan funds cannot be disbursed until the completed Promissory Note and Entrance Loan Counseling have been completed. **The website to complete this is www.studentloans.gov.**