



**SEWARD COUNTY
COMMUNITY COLLEGE**

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

**2022/2023
Financial Aid Checklist**

Step 1 – Apply for admission to SCCC

- ☐ Complete the Application for Admissions and send to the SCCC Office of Admissions or online at <https://sccc.edu/web/students/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 official transcripts from all 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 2022 – 2023 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 school portion of the FAFSA. The priority deadline to complete the FAFSA is July 15, 2022.
- ☐ 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, 2022. **Apply online at: http://www.kansasregents.org/students/student_financial_aid**
- ☐ Complete the **online** SCCC Scholarship & Grant Application
 - PRIORITY deadline: April 1, 2022 FINAL deadline: February 1, 2023
- ☐ Review requirements and eligibility of Kansas Promise Act Service Scholarship at <https://sccc.edu/web/students/financial-aid/financial-aid-forms>

Step 3 – Review your Student Aid Report (SAR) to make sure the information is correct. You will receive your SAR approximately 1 to 2 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 or email you instructions & information regarding any other documents you may need to complete or submit. Promptly respond to any email or letter you receive from the SCCC Financial Aid Office to avoid delays in processing your Financial Aid.

- **Submit any Verification Information** either online or to the SCCC Office of Student Financial Aid as quickly as possible.

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 an online Loan Acceptance Form if you are interested in Direct Student Loans.

Locate the form at <https://sccc.edu/web/students/financial-aid/financial-aid-forms>.

Loan funds cannot be disbursed until you complete the following: Master Promissory Note, Entrance Loan Counseling, and Annual Student Loan Acknowledgment. **The website to complete these items is www.studentaid.gov.**