

# HOW TO APPLY FOR FINANCIAL AID

You must complete and submit the FAFSA to apply for federal student aid and for state and institutional aid. The **SCHOOL CODE** for Tennessee Technology Center at Shelbyville is **005379**.

*There are 3 ways to apply for financial aid. You will need to have your 2008 tax returns and W2's available in order to apply for any financial aid.*

**OPTION # 1--** Go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and apply online

**OPTION # 2--**Go to [www.FederalStudentAid.ed.gov](http://www.FederalStudentAid.ed.gov) to download and print a PDF version of the FAFSA

**OPTION # 3--**Call 1-800-4-FED-AID (1-800-433-3243) and request a paper application by mail.

**If you choose to apply using *Option 1* listed above, you will need to follow these steps:**

Go to <http://www.pin.ed.gov> to apply for a PIN. Your PIN can be used each year to electronically apply for federal student aid and to access your Federal Student Aid records online. If you receive a PIN, you agree not to share it with anyone. Your PIN serves as your electronic signature and provides access to your personal records, so you should never give your PIN to anyone, including commercial services that offer to help you complete your FAFSA. Be sure to keep your PIN in a safe place.

After you receive your PIN, you may begin filling out the FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

Select the option to “Fill out your FAFSA”, and then select the “2009-2010 FAFSA”. At this point you will proceed and begin completing the FAFSA by answering each question that is asked. Do not leave any questions blank when completing the online FAFSA. If you fail to answer all the required questions, you will not be allowed to move on to the next screen. Once you have completed the entire application you will be asked to sign the electronic application using your PIN number. Be sure to submit the application completely, and do not close the web page until you receive a submission confirmation and get a confirmation number. If you do not get a confirmation number, then your application was not submitted correctly and will not be processed and sent to the school.

**If you choose to apply using *Option 2 or 3* listed above, you will need to simply complete and sign the paper FAFSA form and mail it to the address listed on the FAFSA application, which is: Federal Student Aid Programs, P.O. Box 7001, Mt. Vernon, IL 62864-0071.**

*If you complete the FAFSA online, please allow 2-3 weeks for processing. Allow 4-6 weeks for the paper applications to be processed. You may contact the school after allowing the appropriate processing time for your FAFSA to inquire about eligibility.*