



FINANCIAL AID CHECKLIST

Are you over 24 **OR** Married **OR** Can you document that you support your child(ren)?

*If you answer yes to any of these three questions you are an **independent** student.*

*If you are under 24 and do not have children you support, then you are a **dependent** student and will need your parents' income information.*

The following documents are needed to complete the Free Application for Federal Student Aid (FAFSA) at <https://fafsa.ed.gov>. If you have never done a FAFSA you will need to use the “*create an FSAID*” link to create a FAFSA user name and password before you begin completing your FAFSA. It is recommended that you use the “*show text*” option to verify you typed your Social Security Number correctly. If you have forgotten your user name or password, use the “*forgot my user name/password links*” to reset your information. **Parents and children need to use a different email address when creating their accounts.**

We only need a copy of these documents if you are selected for verification, see note about tax returns. ***Albany Technical College's school code is 005601.*** For attendance **August 2023 – July 2024 complete the 2023-2024 FAFSA Application.** All students must also accept the Terms and Conditions for Financial Aid on Banner Web.

Dependent Student

- Parent's 2021 tax return *
- Student's 2021 tax return **
- Alien registration or permanent resident card
(if you are not a U.S. citizen)

*If your parent did not file we need a Non-Filer's letter and Wage & Income Transcript from the IRS office.

**If you did not file we will need your Wage & Income Transcript and a Non-Filer's letter.

The Internal Revenue Service is located in the Albany Towers at 235 Roosevelt Avenue, Suite 450 (call 1-844-545-5640 for an appt. to pick them up) or you can call the IRS at 1-800-908-9946 or 1-800-829-1040, or go to: www.irs.gov.

Independent Student

- Student's 2021 tax return*
- Spouse's 2021 tax return**
- Alien registration or permanent resident card
(if you are not a U.S. citizen)

*If you did not file taxes we will need a Non-Filer's letter and Wage & Income Transcript from the IRS office.

**If you filed separately, we need a tax transcript for both you and your spouse.

Please note that you will lose eligibility for all federal financial aid (Pell, work study, student loans, etc.) if you are convicted of a drug-related offense while enrolled in school and receiving federal financial aid.

Documents required vary depending on your situation. This list may not include everything necessary for your financial aid file.

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