

# Helpful Hints for the FAFSA

## Completing the 2023-2024 FAFSA

---

### Information you will need before you begin the FAFSA

- 2021 Federal Tax Returns for you and your parent(s)
- 2021 W-2s for you and your parent(s)
- Records of nontaxable income (child support received, veterans benefits, clergy, money paid on your behalf)
- Current asset and value of investment information
- Current balance of savings, checking and cash on hand
- FSA ID and Passwords for you and your parent(s)
- Social Security Numbers for you and your parent(s)
- Current parent marital status and date of status

### Tips while completing the FAFSA Sections

#### Student Demographics

- Use your permanent address, not temporary
- Make sure your Social Security Number and birthdate are entered correctly
- Use a personal email – do not use your high school email, it may expire
- Report your marital status as of date you sign your FAFSA
- Work-study is part-time, on-campus employment

#### School Selection

- List all schools you want to receive this information (up to 10)
- A school must be listed to receive your information
- Lewis-Clark State College's School Code is 001621

#### Dependency Status\*

You need parental information unless:

- You were born before January 1, 2000
- You are married
- You have and support a child
- You are in legal guardianship (not your parents)

\*If you have special circumstances please contact the LC State Financial Aid Office

## Parent Demographics

- Make sure Social Security Number(s) and birthdate(s) are entered correctly
- Report current marital status with date
- Use personal email – do not use the student’s email

## Financial Information (Parents and Students)

Include these Assets:

- Balance of cash on hand, savings, and checking accounts
- Business value, if 100 or more employees
- Investment farms
- Other investments: real estate, stocks, bonds, and certificates of deposit

Do not include these Assets:

- Workers Compensation
- Social Security Disability payments
- Social Security Benefits
- Supplemental Security Income
- Retirement accounts
- Value of primary residence

Sign and Submit (Reminder: you are the applicant/student/parent, NOT a preparer)

- Review the information you entered on the FAFSA for you and your parent(s)
- Scroll to the bottom of the page to the SUBMIT button
- You and your parent both sign the form using your individual FSA IDs
- Press Submit

Confirmation After Signature(s)

- Be sure to get a confirmation acknowledgement
- Write down the confirmation number or print acknowledgement page
- Keep it in your FAFSA file

## Next steps after your FAFSA is submitted

- Retrieve a copy of your 2021 IRS Tax Transcript from [irs.gov](https://irs.gov) (See “Requesting IRS Tax Transcript”).
- Watch your LCMail account. Important information regarding your financial aid will be sent to this email.
- If selected for verification, please look under “Complete required documents” on the Financial Aid page of WarriorWeb to see what information you need to submit.
- You will receive an email indicating your have an Aid Offer Letter available. Follow the steps provided in the email.
- Submit your final high school transcript to the Admissions Office after graduation.
- Submit final college transcripts if taking dual credit courses from a college other than LC State.
- If you haven’t heard from the Financial Aid Office via LCMail within two weeks from application submission, please contact us.