



Financial Aid Steps

- Step 1: Apply for FSA ID (if dependent both student and parent must apply for an FSA ID)**
Log on to: <https://fsaid.ed.gov>
Click on: Create an FSA ID now
Enter: Your personal information
Select: Your own challenge questions and provide all answers then press continue
Review: The information entered and then accept the terms and conditions
Enter: Your Federal Student Aid PIN below and select verify to link it to your FSA ID
*If you do not want to link your PIN to your FSA ID, then select CONTINUE WITHOUT PIN.

- Step 2: Complete your FAFSA (Free Application for Federal Student Aid)**
Log on to: www.fafsa.ed.gov
Click on: Start Here<Enter your personal information
Click on: Start 2019-2020 FAFSA
Create Password < Follow instructions given
Our Federal School Code is: 007109

- Step 3: Complete your New York State TAP Application**
Log on to: www.hesc.ny.gov
Click on: Create User Name and Pin
Click on: First Time users click here < Follow instructions given
Our TAP School Code is: 0965

****STEPS 4-5 ARE ONLY FOR STUDENTS WHO WISH TO BORROW STUDENT LOANS ****

- Step 4: Complete a Direct Stafford Loan Entrance Counseling**
Log on to: <https://studentloans.gov>
Click on: Log In (blue box on right hand side)
Enter your FSA ID information
Click on: Complete Loan Counseling
Click on: Start Entrance Counseling
Select: New York (from the drop-down menu)
Select: State University of New York Colleg (from the drop-down menu)
Select: Notify this school
Select: Student type (undergraduate or graduate)
Action: Read and answer questions (questions are based upon the readings above)

- Step 5: Complete a Direct Stafford Loan Promissory Note**
Log on to: <https://studentloans.gov>
Click on: Log In (blue box on right hand side)
Enter your FSA ID information
Click on: Complete Loan Agreement (Master Promissory Note) (3rd option)
Click on: Subsidized/Unsubsidized (1st option)
Follow instructions given.

****STUDENTS WHO WISH TO BORROW THEIR STUDENT LOAN *MUST ALSO* COMPLETE THE DIRECT LOAN REQUEST/CONFIRMATION FORM AVAILABLE ON THEIR CONNECT ACCOUNT****