



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

6752 Hollywood Blvd., Hollywood, CA 90028

FAFSA Application Instructions

Completion of the **Free Application for Federal Student Aid (FAFSA)** is required to determine a student's eligibility for all types of federal financial aid including **Pell Grant, Federal Supplemental Educational Opportunity Grant, student Stafford Loans (Subsidized & Unsubsidized) and parent PLUS Loan**. To receive loans, an additional application process is required (see *Loan Application Tip Sheet*).

A FAFSA must be completed each year on/or after October 1st, and will take effect on July 1st of the following year to June 30th of the next
Examples of the income or tax information required is shown in the table below:

IF YOU PLAN TO ATTEND COLLEGE FROM	YOU MUST SUBMIT	USING TAX INFORMATION FROM
July 1, 2019 - June 30, 2020	2019 - 2020 FAFSA starting October 1st, 2018	2017
July 1, 2020 - June 30, 2021	2020 - 2021 FAFSA starting October 1st, 2019	2018
July 1, 2021 - June 30, 2022	2021 - 2022 FAFSA starting October 1st, 2020	2019

Before you start make sure you have the following documents

- Student's Social Security Number (SSN)/Parent's SSN (*if you are considered dependent*)
- Driver's license or ID # (if any)
- Alien Registration/Permanent Resident Card # (*if you are an eligible non-citizen only*)
- W-2 form(s) or records of money earned (if applicable) or records of untaxed income such as veteran's benefits or worker's comp.
- Federal income tax return (IRS forms 1040, 1040A, 1040 EZ) or foreign tax return
- Parents' federal income tax return (*if you are considered a dependent student*)
- Records of any business and/or investment property, business and farm records, stocks, bond, and/or other investments

Obtain a Federal Student Aid ID (FSA ID) (If you have one skip to the next step.)

The *FSA ID* serves as an electronic signature and is an identifier for all related federal student aid websites.

Go to <https://fsaid.ed.gov> and click on **CREATE AN FSA ID**. **At least one parent if you are a dependent student will have to create a FSA ID to sign your FAFSA and complete loan documents.** For dependency information go here: <https://studentaid.ed.gov/sa/fafsa/infographic-accessible>

Filling Out Your FAFSA Application (MI school code 015238)

1. Go to www.fafsa.ed.gov and click on **Start A New FAFSA or Login***, select enter your FSA ID or student information and click **NEXT**.
2. Select the application that applies to your start date as described in the graph above. For **Renewal** you must provide FSA ID first.
3. During the **Income Assets** portion, use the **Data Retrieval Tool** to import you and your parents requested federal tax information. You will be re-directed to a secured IRS pop-up, you must accept to continue.
4. To submit: Sign with your **FSA ID**, for dependent students your parent must enter his/her FSA ID then select **SUBMIT**.

* Use Log in if you have completed a previous FAFSA.

Follow-Up (MI Financial Aid Office)

Please note that your FAFSA will only be reviewed after you submit an application for admission to MI. Once you submit a FAFSA, you will be contacted by a Financial Aid Administrator (FAA) with further instructions. If your application is selected by the Department of Education for "verification", you may be asked to complete further documents and provide a transcript of your federal taxes. You may obtain a transcript by calling **1-800-908-9946** or go to <https://sa2.www4.irs.gov/irfof-tra/start.do>. Once everything is complete, your FAA will e-mail an award letter detailing the type of aid you can receive. Eligibility of any awards can only be determined by a FAA once the process is completed. A FAFSA covers 4 quarters at MI (SUMMER, FALL, WINTER & SPRING).

If you need assistance completing the application or have any questions, please contact your **Financial Aid Administrator**.
Note: Please have your FSA ID and password and the required tax documents ready when you come to our office for assistance.