BEVILL STATE COMMUNITY COLLEGE
Financial Aid Checklist

❑ Apply for the Free Application for Financial Aid (FAFSA) online at www.fafsa.gov
- ❑ You must obtain a FSA ID at www.fafsa.gov to complete your FAFSA.
- ❑ Dependent students' parents must also obtain a FSA ID to complete the FAFSA electronically.
- ❑ Include an e-mail address on the FAFSA if you have one.
- ❑ The Federal School Code is **005733** for ALL CAMPUSES of Bevill State Community College.
- ❑ After filing a FAFSA, the Financial Aid Services Central Processing Center (FASCPC) will email (if email is provided on the FAFSA) or mail (to address on the FAFSA) a letter to you upon receipt of the FAFSA information, usually 7-10 business days, with instructions to complete your financial aid file.

❑ All applicants must complete a Disbursement Procedure Form for the applicable year which is found at www.bscc.edu. Click on "*Financial Aid*" which is located on top of page. Then, click on "Forms, Publications, and Applications."

❑ Print out appropriate Disbursement Procedure Form, read thoroughly and sign. Submit to your local Office of Student Services (OSS) or mail to the address below.

❑ If you have been selected for verification, you must submit the appropriate Verification Worksheet (V1, V3, V4, V5 or V6) and, when appropriate, you and your parents' IRS Tax Return Transcripts if you did not use the IRS Data Retrieval Tool on the FAFSA. You may request a copy of your 2014 IRS Tax Return Transcript from the IRS website (www.irs.gov) if you filed taxes. The tax transcript request takes approximately 5-10 days for processing.

❑ Submit these completed documents to the address below to complete the Pell Grant process.

NOTE: EFC on 2015-2016 FAFSA must be 5198 or less for Pell eligibility.

❑ All students receiving federal financial aid must maintain satisfactory academic progress as defined in the *Bevill State Community College Catalog*.

❑ All financial aid students must have a declared major/program of study to receive financial aid.

❑ All final transcripts from high school are required for all first time freshmen or students who have earned less than 24 credit hours at an eligible postsecondary educational institution.

❑ All college transcripts from previous course work are required for all transfer students.

❑ It is the responsibility of the student to make sure his/her admission and financial aid records are complete before any type of financial aid can be used. Your financial aid file must be completed prior to registration and your award is not final until all requested information is submitted.

❑ Once your file is complete, you will be considered for any other awards for which you may be eligible.

❑ For Federal Work Study and/or scholarships, please contact OSS personnel at your campus.

❑ Once you have been admitted to BSCC, you may view your awards or records required to complete your Financial Aid and/or Admissions Record at www.bscc.edu . To access financial aid requirements, click on "*myBSCC"*. Your login is your student number and your default password is your date of birth in mmddyy format. Click on Financial Information to view all financial aid options.

Submit requested information to your local Office of Student Services or mail to:
Financial Aid Services Central Process Center (FASCPC)
1411 Indiana Avenue
Jasper, AL 35501
Fax# (205) 221-1841

BSCC reserves the right to review, revise, hold, or cancel a student's award at any time due to changes in financial or academic status, discovery of incorrect or falsified information, or errors in determining your eligibility and need for aid.