



CONTINUING U-M STUDENTS Financial Aid Application Instructions • Fall/Winter 2009-2010

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These instructions are for **students continuing their enrollment** at the University of Michigan who wish to apply for 2009-2010 Fall/Winter financial aid. These instructions are also available on the web at www.finaid.umich.edu/apply_and_receive_aid/applying_for_aid/current.asp. Please note that **freshmen entering U-M for the Fall 2009 term** have different instructions on how to apply for aid – please see www.finaid.umich.edu/apply_and_receive_aid/applying_for_aid/prospectivoug.asp.

TO BE CONSIDERED FOR ALL AID PROGRAMS (including all state aid and U-M grant aid): Submit your FAFSA to the federal processor by **March 1, 2009**. If you are requested to submit additional application items (such as copies of tax returns) to the Office of Financial Aid (OFA), OFA must **receive** these additional items by **May 31, 2009** (received, not postmarked). The sooner the additional documents are received, the sooner we will be able to send your award notice to you. Traditionally, award notices for continuing students are issued beginning in June. *Note: Very little, if any, grant funds will be available if you do not meet these deadlines.*

1 Free Application for Federal Student Aid (FAFSA):

WHEN:

MARCH 1: You must submit your FAFSA to the federal processor by **March 1, 2009**, to be considered for the Michigan Competitive Scholarship (MCS) and all other aid programs. **To ensure that you do not miss this important deadline, OFA recommends that you submit your FAFSA by February 15.** (See page 2 for information on rejected FAFSAs.)

APRIL 30: If OFA receives your processed FAFSA by **April 30, 2009** (the priority filing date), you will still be considered for all aid programs other than the MCS. You may submit the FAFSA after April 30, but you might not be considered for all aid programs. (*Note: Continuing students do not need to complete a CSS/Financial Aid PROFILE application.*)

HOW: Complete the FAFSA online at www.fafsa.ed.gov using your Dept. of Education Personal Identification Number (PIN). You may use estimated data on the FAFSA, but be sure to make corrections to your FAFSA as soon as your actual data are available. Be sure to list **Federal School Code 002325** on your FAFSA, so that a copy of your FAFSA record will be sent to the UM-Ann Arbor. If you don't have a PIN, request one at www.pin.ed.gov. For a paper copy of the FAFSA, call 1-800-4FEDAID or print a PDF at www.fafsa.ed.gov.

• **Dependent students and students applying for a Health Professions Loan (Pharmacy/Dental):** You must supply parental data and a parent signature. If you are completing the FAFSA online, we advise that one parent sign the FAFSA using his/her own PIN (parents may apply for a PIN at www.pin.ed.gov). If you don't provide correct parental data or all required signatures, your FAFSA will be rejected, which can jeopardize your eligibility for aid.

See the reverse side for the definition of an independent student to determine if you must supply parental data and a parent signature when completing the FAFSA.

The infographic outlines the FAFSA process in three steps:

- Before Beginning a FAFSA:** Get organized! To simplify the application process, gather required documents and other information ahead of time.
 - Determine Your Dependency Status
 - FAFSA on the Web Worksheet
 - Search for School Codes
 - Students & Parents Apply For a PIN
 - Check Application Deadline Dates
- Filling Out a FAFSA:** Fill out the application! The FAFSA has seven steps that ask about you, your financial information, your school plans, and more.
 - Fill Out Your FAFSA
 - Open Your Saved FAFSA or Correction Application
 - Sign Electronically With Your PIN
- FAFSA Follow-Up:** View your results online! You can check the status of your application, make corrections to a processed FAFSA, and get other information.
 - Check Status of a Submitted FAFSA or Print Signature Page
 - Make Corrections to a Processed FAFSA
 - Add or Delete a School Code
 - View and Print Your Student Aid Report

AFTER APPLYING FOR AID, CHECK YOUR EMAIL AND WOLVERINE ACCESS OFTEN: OFA will send you an email if you must submit additional application items for verification purposes (such as tax returns, a Household Information Questionnaire, etc.). You can also check Wolverine Access (<https://wolverineaccess.umich.edu> > Student Business > Login > Student Center > Financial Aid > Aid Year 2010 > Documents/Review) to check that your documents have been received and to see if you must submit additional documents. If you are requested to submit additional application documents, OFA must receive these items by **May 31, 2009** to consider you for all aid programs.

2 Applicant Data Form (ADF):

WHY: If you fall into at least **one** of the categories listed below, you must submit this form to OFA to help us accurately calculate your aid package.

HOW: The ADF is available at OFA and at www.finaid.umich.edu/forms/apply0910/adf

- Students who will graduate in December 2009
- Students who will enroll for only **one** term (either Fall 2009 or Winter 2010), including students enrolled in U-M-sponsored co-op programs
- Students enrolled in the Nursing program in either Traverse City or Kalamazoo
- Students who are parents with child care expenses
- Students who are on Detached Study
- Students who will participate in **U-M-sponsored** study abroad programs (if you will be in a non-U-M study abroad program, contact OFA immediately)

The screenshot shows the header for the Applicant Data Form (ADF) 2009-2010. It includes the OFA logo and contact information. The main heading is "Applicant Data Form Fall/Winter 2009-2010 Continuing University of Michigan Students". Below this, it lists the categories of students who must submit the form:

- Students who will graduate in December 2009
- Students who will enroll for only one term (either Fall 2009 or Winter 2010), including students enrolled in University of Michigan-sponsored co-op programs
- Students enrolled in the Nursing program in either Kalamazoo or Traverse City
- Students who are parents with child care expenses
- Students who are on Detached Study
- Students who will participate in U-M-sponsored study abroad programs (if you will participate in a non-U-M study abroad program, contact OFA immediately)

 A note at the bottom states: "By submitting this form, you are providing supplemental information to be used for calculating your Fall/Winter 2009-2010 financial aid awards." There is also a warning: "Note: DO NOT submit your ADF more than once. Submitting duplicate copies of this form by different means (fax, mail, in person, online) will cause processing delays! For example, do not submit this form online and then also fax or mail a paper copy of it that provides identical information." At the bottom, there are navigation buttons: "Click here to continue with the online ADF" and "To OFA Home".

Tips on Completing the FAFSA:

- Be sure to list your full, correct name and be sure you are using information from the correct federal income tax return (1040EZ, 1040A, or 1040).
- List the University of Michigan–Ann Arbor school code 002325 in the "Schools to Receive Information" section.
- Remember to list your appropriate housing plans.
- If your FAFSA is **rejected** by the federal processor, you may jeopardize your eligibility for aid by missing deadlines; you must resolve the reason for the rejection before we can process your aid.
- Check your FAFSA's processing status at www.fafsa.ed.gov or by calling 1-800-4-FEDAID.
- If you provide an email address on your FAFSA, your Student Aid Report (SAR) will be sent to you by email. If you did not provide all required signatures on the FAFSA, you will receive an email with a link to your rejected FAFSA information. Be sure to provide an established email address that you will check often throughout the year.

After submitting your FAFSA, be sure to check your email and Wolverine Access often to see if you must submit additional documents!

Item Code	Description	Item Status	Status Date
PTAXP	Parents' 2008 Fed Tax Return	Received	05/01/2009
FTAXS	Student's 2008 Fed Tax Return	Received	05/01/2009
FASST	Asset Questionnaire	Received	06/04/2009
FPINUR	Nursing Loan Prom Note	Completed	06/27/2009
FRRESP	Loan Rights & Responsibilities	Completed	06/28/2009
FPLUS	PLUS Loan Application	Waived	07/21/2009
FPLSA	PLUS Supplemental Application	Received	07/21/2009

Definition of an Independent Student:

If you meet one or more of the criteria listed below for the 2009-2010 academic year, you may apply for financial aid as an independent student and, therefore, you do **not** have to supply parental data and a parent signature on the FAFSA **unless** you are a Pharmacy or Dental student applying for a Health Professions Loan (see "Special Notes," above right).

You are an independent student if:

- You were born before January 1, 1986;
- You are working on a master's or doctorate program or graduate certificate (beyond a bachelor's degree);
- You are married;
- You have children who receive more than half of their support from you;
- You have legal dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2010;
- When you were age 13 or older, both of your parents were deceased or you were in foster care or you were a ward/dependent of the court;
- You are a veteran of the U.S. Armed Forces or you are currently on active duty for purposes other than training.
- You are an emancipated minor or you are in legal guardianship, as determined by a court in your state of legal residence.

- On or after July 1, 2008, your high school or district homeless liaison (or the director of an emergency shelter program funded by the U.S. Department of Housing and Urban Development) determined that you were an unaccompanied youth who was homeless.
- On or after July 1, 2008, the director of a runaway or homeless youth basic center or transitional living program determined that you were an unaccompanied youth who was homeless or that you were self-supporting and at risk of being homeless.

Who Is Eligible for Financial Aid:

For more information on eligibility, see www.finaid.umich.edu/financial_aid_basics/whois.asp.

To be eligible for financial aid programs administered by the Office of Financial Aid, you must:

- Be a U.S. citizen or eligible noncitizen
- Be registered with Selective Service (if required)
- Be working toward a degree or certificate at least half-time
- Be making satisfactory academic progress
- Not owe a refund on a federal grant or be in default on any federal educational loan

Special Notes:

- ▶ **Pharmacy and Dental Students:** Title VII of the Public Health Service Act **requires** that to be considered for the Health Professions Loan, you must provide financial information about your parents and a parent signature on the FAFSA, even if you are an independent student.
- ▶ **If you are an undergraduate who has already received a bachelor's degree:** Undergraduate students who have already received a bachelor's degree will only be eligible for loans while pursuing additional bachelor's degree(s). This includes students in dual degree programs who have already met the requirements for one of their degrees and are continuing their education toward the additional degree.
- ▶ **Students enrolled at more than one institution** at the same time may receive financial aid from only one of the institutions.
- ▶ **Students will receive an email** when they have an award notice available on Wolverine Access.

Types of Assistance Available to Continuing Students:

• GRANTS

Gift aid funds that do not have to be repaid. Undergraduate students pursuing their first bachelor's degree and graduate Architecture students will be considered for federal, state, and/or institutional grant assistance.

• WORK-STUDY EMPLOYMENT

A way to earn funds by working for select on- and off-campus employers. Undergraduate and graduate students will be considered for Federal or Michigan Work-Study. For more information, see www.studentemployment.umich.edu.

• LOANS

Funds provided with the agreement that they will be repaid. Undergraduate and graduate students will be considered for Federal Perkins Loan and Federal Direct Loan (Subsidized and Unsubsidized). In addition, Nursing students will be considered for a Nursing Student Loan, while Pharmacy and Dental (D.D.S.) students will be considered for Pharmacy and Dental Health Professions Loans, as appropriate.