



2018-2019 FAFSA Document Checklist

What will I need to complete my FAFSA?

In order to complete your FAFSA, you first need to determine your Dependency Status for federal aid...

How do I know what my Dependency status is? Am I a Dependent or Independent student for Financial Aid Purposes? Please answer the following questions:

- Were you born before January 1, 1995?
- As of today, are you married?
- At the beginning of the 2018-2019 school year, will you be working on a master's or doctorate degree?
- Are you currently serving on active duty in the U.S. Armed Forces for purposes other than training?
- Are you a veteran of the U.S. Armed Forces?
- Do you have or will you have children who will receive more than half of their support from you between July 1, 2017 and June 30, 2019?
- Do you have dependents (other than children or a spouse) who live with you and receive more than half of their support from you, now and through June 30, 2019?
- At any time since you turned age 13, were both of your parents deceased, were you in foster care, or were you a dependent or ward of the court?
- As determined by a court in your state of legal residence, are you or were you an emancipated minor?
- Does someone other than your parent or stepparent have legal guardianship of you, as determined by a court in your state of legal residence?
- At any time on or after July 1, 2017, did your high school or school district homeless liaison determine that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless?
- At any time on or after July 1, 2017, did the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development determine that you were an accompanied youth who was homeless or were self-supporting and at risk of being homeless?
- At any time on or after July 1, 2017, did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless?

If you answered "No" to all the above questions, you are a Dependent Student. If you answered "Yes" to any of the above questions, you are Independent Student.

Okay, now that I know my Dependency Status, what will I need?

Look under the appropriate column below for items needed to complete your FAFSA.

Independent Student	Dependent Student
<ul style="list-style-type: none"> • Your Social Security Number 	<ul style="list-style-type: none"> • Your and your parent's Social Security Numbers • Enter 0 if your parents' do not have a Social Security Number
<ul style="list-style-type: none"> • Your alien registration number (if you are not a U.S. Citizen) 	<ul style="list-style-type: none"> • Your alien registration number (if you are not a U.S. Citizen)
<ul style="list-style-type: none"> • Your Driver's License (if any) 	<ul style="list-style-type: none"> • Your Driver's License (if any)
<ul style="list-style-type: none"> • Your (and spouse's, if married) 2016 Federal Income Tax Return and W-2's or Estimated Gross Income for 2016, if not yet filed 	<ul style="list-style-type: none"> • Your parents' highest grade level
<ul style="list-style-type: none"> • Your records of untaxed income, such as child support received, worker's compensation, veterans non-education benefit records 	<ul style="list-style-type: none"> • Your parents' marriage or divorce date
<ul style="list-style-type: none"> • Information on savings, investment, checking accounts and business assets 	<ul style="list-style-type: none"> • Your parents' birthdate
	<ul style="list-style-type: none"> • Your and your parents' 2016 Federal Income Tax Return or W-2's or Estimated Gross Income for 2016, if not yet filed
	<ul style="list-style-type: none"> • Your and your parents' records of untaxed income, such as child support received, worker's compensation, veterans non-education benefits
	<ul style="list-style-type: none"> • Your and your parents' information on savings, investments, checking accounts and business and farm assets

How to Apply for Financial Aid

1. Complete the **2018-2019** FAFSA application online at www.fafsa.gov. The financial aid application year begins October 1, 2017 and ends June 30, 2019.
2. City College of San Francisco Federal School Code is **012874**
3. Select the IRS Data Retrieval Tool on your FAFSA application in order to expedite the processing of your financial aid file.
4. Non-resident AB540 eligible students who are NOT eligible for federal aid may apply for state aid by completing the [California Dream Act Application](#) online by March 2.
5. Please be prepared to have your **and** your spouse's **or** parent's 2016 Federal taxes and W-2's to complete your FAFSA or Dream Act Application. If you, your spouse, or parent(s) have not filed your 2016 taxes, be prepared to use your W2s to approximate income information.
6. If this is your time applying for financial aid, you and/or parent will need as FSA ID. When completing your FAFSA application, you will be asked if you would like to create an FSA ID. If parent information is required when filing the FAFSA, the parent must have an FSA ID as well. Apply for an FSA ID to electronically sign your FAFSA, <https://www.fsaid.ed.gov/npas/index.htm>. You will always use the same FSA ID, so it is very important to keep it in a safe place.
7. Students who are renewing their FAFSA and have an FSA ID already should use that number to electronically sign their application. Parents of Dependent students should also use their FSA ID to sign the on-line application. If you have forgotten your FSA ID, please click on the link that states that you forgot your FSA ID and it will give you the option to answer your challenge questions or email a verification code to access it.
8. When you have completed your application, always print out a copy for your records.
9. Remember to submit your application by going to the end of the application program and clicking on the '**SUBMIT MY FAFSA**' button. Once the button has been clicked, a **CONFIRMATION PAGE** will appear on the screen. Print this page out and keep it for your records. Your application can be tracked in the Department of education's processing system with the confirmation number listed on the confirmation page should any problems occur. Your application can take 2 weeks to be received by the CCSF Financial Aid Office.