

# 2016-2017 Financial Aid Checklist

<b>FAFSA</b>	<p><b>Complete your 2016-17 Free Application for Federal Student Aid (FAFSA).</b></p> <ul style="list-style-type: none"> <li>○ Create a FAFSA user ID and password at <a href="http://www.FAFSA.ed.gov">www.FAFSA.ed.gov</a>. Select Create FSA ID.</li> <li>○ Return to <a href="http://www.FAFSA.ed.gov">www.FAFSA.ed.gov</a> and complete your 2016-2017 FAFSA. WGTC School Code: 010487 (Waco, Georgia)</li> <li>○ Use the IRS Data Retrieval Tool (DRT) to transfer your 2015 tax information into the FAFSA.</li> <li>○ If you would like to receive a Federal Direct Loan, please complete a WGTC Federal Direct Loan Request Form. Request forms are available at each campus or online at <a href="http://www.westgatech.edu">www.westgatech.edu</a>.</li> </ul>
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<b>Verification</b>	<p><b><u>After receipt of your FAFSA, any requested financial aid documents and/or loan request forms, the Financial Aid Office will review your application and award eligible funds.</u></b></p> <ul style="list-style-type: none"> <li>○ Please allow 2-4 weeks for your verification documents to be reviewed.</li> <li>○ Note: All Financial Aid documents must be submitted by the Priority Deadline.</li> <li>○ Monitor your <i>Self-Service Banner Web</i> and <i>WGTC student email</i> account for important information from the Financial Aid Office.</li> <li>○ After your verification has been completed, your financial aid award for Fall-Summer will be visible on your Banner Web account.</li> </ul>
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<b>Books</b>	<p>If an overage exists after your tuition and fees have been deducted from your financial aid award you will receive a credit in the campus bookstore to use towards book purchases.</p> <p>Any credit available in the bookstore will be available <b>the week prior</b> to the start of class. <b><u>Please be aware of the availability of funds in the bookstore.</u></b></p> <p><b>Note:</b> Books needed for <i>part of term classes</i> should be purchased at the beginning of the semester when funds are available in the bookstore.</p>
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<b>Refunds</b>	<ul style="list-style-type: none"> <li>○ Any remaining funds will be issued as a refund by the Business Office after the 4th week of the term and are deposited via direct deposit or paper check mailed to the address on file.</li> <li>○ First time loan borrower refunds are not generated until after 30 days from the start of the semester. The Department of Education requires a 30 day wait for funds.</li> <li>○ One term loans will be issued in two (2) separate payments - one being after the midterm.</li> <li>○ Your financial aid funds are not credited to your account until after your classes have started for part of term courses.</li> </ul>