



# New Mexico Junior College

## **2018-2019 FAFSA Instructions**

Go to [fafsa.gov](http://fafsa.gov) to complete a FAFSA (Free Application for Federal Student Aid) electronically. Choose the **2018-2019 FAFSA** to apply for aid for classes beginning in August 2018. Contact the Office of Financial Aid if you prefer to submit a paper FAFSA. The 2018-2019 FAFSA became available October 1, 2017.

### **First Time Applicants:**

You will need an FSA ID to complete your FAFSA. Once you are on the FAFSA website, select 'Start a New FAFSA' and then select 'Enter Your (the student's) FSA ID,' and 'Create an FSA ID.' Follow the steps through the entire FSA ID creation process. Once your ID has been verified, you will enter it into the FAFSA website and start your application. Fill out the FAFSA using your 2016 Income Taxes (1040 form) and/or W2's. Complete the application through to submittal.

If you are considered a dependent student, one of your parents will need to apply for an FSA ID as well.

### **Dependent Students:**

Use your 2016 (prior, prior year) income tax information (1040 form) and W2's for your parents (both parents if living together (whether they are married or not) and yourself (if you worked or filed taxes) to complete the FAFSA. The federal government will use the information to determine an estimated family contribution (EFC). The EFC will determine your eligibility for federal, state, and/or institutional grants and subsidized student loans.

### **Independent Students:**

Use your 2016 (prior, prior year) income tax information (1040 form) and W2's to fill out the FAFSA. If you are married, you must submit yours and your spouse's combined income using income tax information and W2's.

### **FAFSA Renewal:**

You will be given an option to complete a "FAFSA Renewal" if you submitted the previous year's application electronically. The FAFSA renewal will prefill most of your personal information as submitted on the prior year's FAFSA. You will need your FSA ID/Password to do a FAFSA renewal. Be sure to review all information and update anything that has changed.

### **Common Mistakes to Avoid While Filling out the FAFSA:**

1. Complete the FAFSA as early as possible. Late submission may reduce your eligibility for some forms of aid.
2. Read the questions thoroughly and answer all questions asked. Skipping questions may prevent you from being able to submit your FAFSA or later require you to return to your FAFSA to make corrections.
3. Try to use the IRS Data Retrieval Tool (DRT) to import yours and/or your parent's 2016 tax information directly from the IRS into your FAFSA. Using the DRT will reduce the likelihood of your FAFSA being selected for a process called verification. If selected for verification, you will be required to submit documentation to the Office of Financial Aid, such as a copy of yours and/or your parent's 2016 IRS Tax Transcripts.
4. To have your FAFSA results sent to New Mexico Junior College, use the school code **002655**.
5. **Remember:** Assistance is available through the NMJC Office of Financial Aid to complete the FAFSA. We can assist in office or you can give us a call if you have any questions.

New Mexico Junior College Office of Financial Aid

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