



## How to Apply for Financial Aid

You must submit the **Free Application for Federal Student Aid (FAFSA)** annually in order to be considered for federal grants, work-study, loans, or Converse University scholarships. Completing the FAFSA is your first, and most important step in applying for financial aid!

The FAFSA opens each year on October 1<sup>st</sup> and uses already filed federal tax data to determine financial aid eligibility, making it easier than ever to file!

## What You Need to Do

[Complete the FAFSA](#) to determine your eligibility for federal, state, and institutional financial aid. All U.S. citizens (and eligible non-citizens) are required to complete the FAFSA each school year. You can complete the FAFSA online at [StudentAid.gov](https://studentaid.gov). StudentAid.gov also provides valuable information on your federal grant and federal direct loan usage and balances.

Create a [Federal Student Aid ID](#) (FSA ID), if you don't already have one, to log in and complete the FAFSA. You will also electronically sign the FAFSA using your FSA ID. If you are a [dependent](#) student, *your parent(s) will also need an [FSA ID](#).*

## Tips & Information

- Make sure you select Converse University to be added to your FAFSA. Converse's school code is **003431**.
- We recommend you file your FAFSA as soon after October 1<sup>st</sup> as possible. This ensures you are considered and qualify for the widest range of financial aid possible.
- Use the IRS Data Retrieval Tool (DRT) on the FAFSA when it is offered. This ensures that you have the most accurate income information and reduces your chances of being selected for verification.
- If you are selected for **Verification** (the process of confirming the accuracy of the information reported on your FAFSA with the Department of Education), all requested documents must be submitted and received before we will review your account. Submit all documentation

requested as soon as possible to prevent a delay in your aid processing or a loss of your aid eligibility. We will notify you of all the information required to complete your financial aid file.

- New students (freshmen and transfer) must submit all final academic transcripts and other required documents. You will need to submit your final, official transcripts to the Office of Admissions once they are available. Additionally, some students may need to submit other information for verification purposes. Make sure to send your transcripts and other requested information promptly! Failure to send documents in a timely manner may affect the amount of financial assistance you can receive or may result in disqualification for various types of aid.
- We will communicate with you through your [Converse University Email](#). Be sure to check your email account often.
- Check out [Federal Student Aid's 2023-2024 FAFSA Preview Presentation](#) for screenshots and helpful information about completing the FAFSA.

## IRS Tax Return Transcript

We may request your [IRS Tax Transcript](#) for the 2021 federal tax year (January 1, 2021 – December 31, 2021) if you filed an amended tax return or if there is conflicting information in your file.

- If you have had any amendments made to your tax information, you will also need to submit a copy of the signed and completed IRS Form 1040-X that was submitted to the IRS.
- In order to decrease fraudulent activity, the IRS has removed the ability for institutions to receive a student's Tax Return Transcript via fax or mail directly from the IRS. Individuals requesting their tax transcripts are recommended to use the IRS.gov "Get Transcript Online" or "Get Transcript by Mail" services. To obtain a copy, please go to [www.irs.gov](http://www.irs.gov) and select "Get My Tax Record" and select the "Get Transcript Online" option. You may also call [800-908-9946](tel:800-908-9946) for an automated "Get Transcript by Mail" feature. Please scan and email documents to [financialaid@converse.edu](mailto:financialaid@converse.edu) and make sure your Converse ID is listed at the top of each page.

## Correcting the FAFSA

If you need to make corrections to your FAFSA, log back into your account at [StudentAid.gov](http://StudentAid.gov)

## Stay Informed and Monitor Your Email

The majority of communications sent from Student Financial Services will be sent to your [Converse Email Account](#). Please check your email frequently for important information from our office.

Read Daily Announcements on your My.Converse to stay up to date with campus announcements, events, and important information.

Follow us on social media:



@ConverseFinAid



[ConverseStudentFinanServ](https://www.facebook.com/ConverseStudentFinanServ)

## For Assistance

Please contact the Student Financial Aid Office at 864-596-9019 or [financialaid@converse.edu](mailto:financialaid@converse.edu) with any questions or for assistance with your FAFSA.