

**Step 5a – Financial Aid
Instructions**

Practical Nursing Program for 2023

FOLLOW THESE STEPS TO APPLY FOR FINANCIAL AID

(FEDERAL PELL GRANT AND FEDERAL DIRECT STUDENT LOANS)

1. **Gather Documents to Complete FAFSA:** You will need the following documents to complete your financial aid application:
 - Your Social Security Number
 - Your Alien Registration Number (if you are not a U.S. citizen)
 - Your federal income tax returns, W-2s, and other records of money earned. (**Note:** You may be able to transfer your federal tax return information into your FAFSA using the IRS Data Retrieval Tool.)
 - Bank statements and records of investments (if applicable)
 - Records of untaxed income (if applicable)

2. **Create an FSA ID:** Go to <https://studentaid.gov/fsa-id/create-account/account-info> to create FSA ID and password. Retain this information for future reference.

3. **Complete a Financial Aid Application for 2023-24:** Go to <https://studentaid.gov/h/apply-for-aid/afsa>
 - a) First-time applying, click on “Start Here”
 - b) Returning applicants with FSA ID, click on “Log in”
 - c) Read and follow instructions carefully
 - d) Enter school code 016038 for Rockland BOCES
 - e) Must enter income tax information; you may use the “IRS Data Retrieval Tool” to transfer tax return data from IRS.GOV website*
 - f) Make sure to sign and submit the application
 - g) “Student Aid Report” will be emailed to you after submitting FAFSA, carefully review it for any errors on your application.

4. **Schedule an Appointment with the Financial Aid Advisor:** Be prepared to provide income, citizenship, and tax return information. Contact at 845-627-4830 or etorres@rboces.org for an appointment. Financial Aid appointment dates listed on www.rocklandboces.org

IMPORTANT NOTES

1. Parents will have to create their own FSA ID and password to enter their income information and sign their student’s application.
2. Parents are also required to enter their tax information if student is considered as dependent applicant.
3. Proof of parent’s or student’s spouse’s income may be required for verification
4. One of the parents must sign the FAFSA application for it to be processed.

Practical Nursing Office hours are Monday through Friday, 8:30 a.m. to 2:30 p.m., except holidays.

Phone (845) 627-4830
Fax (845) 623-3412

Financial Aid Resources:
Information on FAFSA
<https://studentaid.gov/>

Students may access their previous student loans from National Student Loan Data System (NSLDS) at <https://studentaid.gov/fsa-id/sign-in/landing>

- 1) Click on your name
- 2) Then click on “My Aid”
- 3) Download My Aid Data

5. **Follow the Filing Deadlines for Finalizing Financial Aid:** Make sure to complete this process by the deadline date; otherwise, your PN application will be placed on a waiting list.
6. **Verification:** If you are selected for verification, please bring your IRS Tax Return Transcript to your financial aid appointment to verify your reported family household and income. To obtain a free copy of your IRS Tax Return Transcript, go to <https://www.irs.gov/individuals/get-transcript> or call 800-908-9946.
7. **Entrance Counseling Session:** Be prepared to complete an online entrance counseling session with your FSA ID and password for Federal Direct Student Loans. This will include signing a Master Promissory Note if you wish to borrow federal loans to help pay your tuition.
8. **Scholarship Resources:**
 All Nursing Schools: <https://www.allnursingschools.com/financial-aid/nursing-scholarships/>
 "Nurses For Our Future" Scholarship [Nurses For Our Future Scholarship \(ny.gov\)](https://www.nursesforourfuture.org/scholarship)
 Fast Web: <https://www.fastweb.com/>
 Horatio Alger Scholarship: <https://scholars.horatioalger.org/about-our-scholarship-programs/technical/>

Eligibility Requirements for Federal Student Aid (Financial Aid):

- Must have a high school transcript or state-approved high school equivalency credential
- Must be a U.S. citizen or eligible non-citizen
- Enrolled in the practical nursing program
- Registered with Selective Services (for male students only)
- Have no defaulted federal education loans
- Only undergraduates are eligible for Pell Grants

***How the IRS Data Retrieval Tool Works:**

1. Enter your FSA ID and Password and click Link To IRS
2. Your FAFSA will be saved, and you will be transferred to the IRS Web site.
3. On the IRS Web site, enter the requested information. Make sure you enter info EXACTLY as it would be on your tax return (example: if you filed as 2nd street don't enter in Second Street).
4. Once the IRS has validated your identification, your IRS tax information will display. You can either transfer your information from the IRS or choose to return to FAFSA on the Web from the IRS Web site. If you do not transfer your information or choose not to return from the IRS Web site, you will have to login to open your saved FAFSA.
5. If you transfer your IRS tax information, questions that are populated with tax information will be marked with "Transferred from the IRS."

How Financial Aid is Calculated

The total cost of attendance for Rockland BOCES minus student's Expected Family Contribution determines the financial need for FSA.

Net Price Calculator

Students may compare financial aid packages with other schools by using the [Net Price Calculator](#)