

Dear prospective student,

We have created this guide to assist you in applying for Financial Aid specifically for our establishment. In assisting prospective students, we have found that most get caught up on just a few questions on the application that can get a bit confusing if it is your first time applying. The answers for clock hour schools may be a little different than if you were applying to a traditional credit hour university. Use this guide to help you work through these specific areas. If you need additional help with anything else in the process the government offers help online at fafsa.gov, or you can call 1-800-433-3243.

Our FAFSA school code is: E40492

Or you can look us up by name: Taylor Andrews Academy of Hair Design - Hair Lab Detroit Barber School **(We understand that Hair Lab Detroit is at the end of the school name, but we are a branch location of Taylor Andrews Academy)**

→ **For classes beginning July 1st, 2022 through June 30th, 2023 you will use the 2022/2023 FAFSA application and 2020 tax returns.**

For classes beginning **July 1st, 2023 through June 30th, 2024** you will use the **2023/2024 FAFSA** application and **2021 tax returns**.

Before you begin your application, you must create a FSA ID. If you are a dependent your parents will need a FSA ID of their own. (Undergraduate students who are **under age 24** as of December 31 of the award year are considered to be **dependent** for federal student aid purposes **unless** they are married, have dependents other than a spouse, are an orphan, are a veteran or active duty member of the US Armed Forces or satisfy other very limited criteria).

Here is the link to create your ID: <https://fsaid.ed.gov/npas/index.htm>

Your FSA ID allows you to electronically sign your FAFSA.

This ID will also allow you to use the IRS data retrieval tool. The IRS Data Retrieval Tool (IRS DRT) Electronically Transfers Your Federal Tax Return Information Into Your FAFSA Form. We **HIGHLY** recommend using this tool as it will simplify the verification process if you are selected.

WHY IS THE DATA RETRIEVAL TOOL USEFUL?

- ★ **EASY:** Transfer info with the click of a button.
- ★ **FAST:** Instantly retrieve your information.
- ★ **ACCURATE:** Correctly fill in your information.

While this tool is useful it is still a good idea to have your tax returns and W-2s handy in case the application asks for specific wage amounts listed on the W-2 from each individual applicant whether it is an independent student, married parents who file jointly or independent students that are married.

If you do not use the IRS DRT you will need to input the numbers **EXACTLY** as they are on your W-2, the information on your FAFSA must match your tax information to be accepted. **Our Financial Aid Advisors have the right to ask to see your tax return to confirm the amounts entered if you do not the DRT.**

If you or your parents have not filed taxes for the specified year requested by the FAFSA, or if you cannot locate your returns you may send in Form 4506-T to the IRS to request a transcript with the information needed. On the form be sure to select the box that fits your request for documentation. If you need a Verification of non filing you will check box 7. If you need a transcript of your returns you will check box 6a. For copies of W-2 check box 8. Non-filers FAFSA applications will be selected by the Department of Ed for verifications so you will need to show proof of non-filing at some point throughout your process with our admissions department so it is best to send in Form 4506-T Shortly before, or after you submit your FAFSA as it can take a couple weeks to process.

You can try to get your tax return transcript through the IRS website:

<https://www.irs.gov/individuals/get-transcript>

Below are some help with questions that some of our applicants have needed assistance with in the past. Anything outside of these questions will be personal questions about your financial status and that of your parents if you are a dependent, or spouse if you are a married independent.

On **question 29** “What will your college grade level be when you begin the school year?”

- If you have **attended** any post graduate school before beginning at Hair Lab Detroit Barber School, including attending but not graduating, you would choose:
 - **Attended college before and 1st year undergraduate**
- If this is your first time attending any type of post-secondary school you would choose:
 - **Never attended college and first year undergraduate**
- If you are a transfer student that currently has over 900 clock hours or more to transfer, you would choose:
 - **2nd year undergraduate**
- If you are transferring with less than 900 clock hours completed you would choose:
 - **Attended college before and 1st year undergraduate**

On **question 30** “What degree or certificate will you be working on when you begin the school year?”
You will choose:

- **Certificate or diploma (occupational, technical, or educational program of less than 2 years)**

Students: when filling out questions 36-44, if you have gotten married recently you will also need to include your spouse’s income for the tax year on your application.

Another question we see applicants make mistakes on is **question 93**. For number in household-

- **Independents** will include themselves and anyone else they are financially responsible for in the household.
- **Dependents** will be counted in their parent’s household size. This number entered in the parent section should include you and anyone the parents are financially responsible for. This includes their children that do not live with them but still receive support and any non-family members living with and receiving support.

Will you qualify? Read below, from the student aid website.

Basic Eligibility Criteria for Federal Student Aid

Our basic eligibility requirements are that you must

- demonstrate financial need (for most programs);
- be a U.S. citizen or an eligible noncitizen;
- have a valid Social Security number (with the exception of students from the Republic of the Marshall Islands, Federated States of Micronesia, or the Republic of Palau);
- be enrolled or accepted for enrollment as a regular student in an eligible degree or certificate program;
- be enrolled at least half-time to be eligible for Direct Loan Program funds;
- maintain satisfactory academic progress in college or career school;
- sign the certification statement on the *Free Application for Federal Student Aid* (FAFSA[®]) form stating that
 - you are not in default on a federal student loan,
 - you do not owe money on a federal student grant, and
 - you will use federal student aid only for educational purposes; and
- show you're qualified to obtain a college or career school education by
 - having a high school diploma or a recognized equivalent such as a General Educational Development (GED) certificate;
 - completing a high school education in a homeschool setting approved under state law (or—if state law does not require a homeschooled student to obtain a completion credential—completing a high school education in a homeschool setting that qualifies as an exemption from compulsory attendance requirements under state law)

Additional eligibility requirements can apply in certain situations including for non-U.S. citizens, students with criminal convictions, and students with intellectual disabilities.

To access the application go to: <https://studentaid.gov/h/apply-for-aid/fafsa>.

If you have any questions about your application, or your enrollment at Hair Lab Detroit Barber School, please email our Admissions Director and Financial Aid Assistant, Alicia Gardner at:

Alicia@hairlabdetroitbarberschool.com or call us at (734) 258 - 8183 extension 2.