

Completing Your FAFSA



Free Application For Federal Student Aid



What Will You Need?

The FAFSA questions ask for information about you (your name, date of birth, address, etc.) and about your financial situation. Depending on your circumstances (for instance, whether you're a U.S. citizen or what tax form you used), you might need the following information or documents as you fill out the FAFSA application:

- Your Social Security number (it's important that you enter it correctly on the FAFSA form!)
- Your parents' Social Security numbers if you are a dependent student
- Your driver's license number if you have one
- Your Alien Registration number if you are not a U.S. citizen
- Federal tax information, tax documents, or tax returns, including IRS W-2 information, for you (and your spouse, if you are married), and for your parents if you are a dependent student:
 - IRS Form 1040
 - Foreign tax return or IRS Form 1040-NR
 - Tax return for Puerto Rico, Guam, American Samoa, the U.S. Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau
 - Records of your untaxed income, such as child support received, interest income, and veterans noneducation benefits, for you, and for your parents if you are a dependent student
 - Information on cash; savings and checking account balances; investments, including stocks and bonds and real estate (but not including the home in which you live); and business and farm assets for you and for your parents if you are a dependent student

Getting Help

If you need help filling out the FAFSA form, use these free tools:

- In the online FAFSA form, select the white question mark icon next to a FAFSA question to view a “tool tip” that provides information about how to answer that question.
- You can visit the [“FAFSA Help”](#) page, where you can view trending FAFSA topics, browse FAQs, search for more information, or select “Contact Us.”
- Once you select “Contact Us,” you’ll have the option of emailing us with your question or, during business hours, chatting (in English or Spanish) with live technical support staff.
- Contact the [financial aid office](#) at the college or career school you plan to attend.

Starting Your FAFSA Form and Providing Your Basic Personal Information

****The FAFSA form is available on Oct. 1 for the next school year. We encourage you to fill it out as soon as possible on or after Oct. 1 to meet FAFSA federal, state, and school deadlines.****

FAFSA® Filing Options:

- You may choose any of these methods to file a FAFSA form:
- Log in at fafsa.gov to apply online
- Complete a FAFSA PDF (note: you must print out and mail the FAFSA PDF for processing)
- Request a print-out of the FAFSA PDF by calling us at 1-800-4-FED-AID (1-800-433-3243); then fill out the form and mail it for processing

Which FAFSA Application Do I Need To Fill Out?

- For classes starting between July 1st, 2023 and June 30th, 2024 - You'll need to fill out the 2023/2024 FAFSA application using your 2021 tax returns.
- For classes starting between July 1st, 2024 and June 30th, 2025 - You'll need to fill out the 2024/2025 FAFSA application using your 2022 tax returns. (This application will be available around October 1st, 2023)

Listing Colleges and/or Career Schools

- While completing the FAFSA form, you must list at least one school to receive your information. The schools you list will use your FAFSA information to determine the types and amounts of aid you may receive. Use the Federal School Code Search to find the colleges you're interested in including on your FAFSA form.
 - **Hair Lab Detroit Barber School Federal School Code: E40492**
- For federal student aid purposes, the order of schools for your college list does not matter. However, to be considered for state aid, some states require you to list schools in a particular order (for instance, you might need to list a state school first). Find out whether your state has a requirement for the order in which you list schools on your FAFSA form
- You can list up to 10 schools online or up to four schools on a FAFSA PDF. (You can add more schools to your FAFSA form later.) Schools you list on the application will automatically receive your FAFSA results electronically.
 - Note: Schools will not be able to see which other schools you listed on your FAFSA form.

Determining Your Dependency Status

The FAFSA form asks a series of questions that determine whether you are a dependent or independent student for purposes of applying for federal student aid. If you are a dependent student, you must report parent information, as well as your own information, on your application. If you're curious, you can find out now whether you're a dependent student.

Dependency Status Questions on the 2023–24 FAFSA Form

- Were you born before Jan. 1, 2000?
- As of today, are you married? (Also answer “Yes” if you are separated but not divorced.)
- At the beginning of the 2023–24 school year, will you be working on a master’s or doctorate program (such as an M.A., MBA, M.D., J.D., Ph.D., Ed.D., graduate certificate, etc.)?
- Are you currently serving on active duty in the U.S. armed forces for purposes other than training? (If you are a National Guard or Reserves enlistee, are you on active duty for other than state or training purposes?)
- Are you a veteran of the U.S. armed forces?*
- Do you now have—or will you have—children who will receive more than half of their support from you between July 1, 2023, and June 30, 2024 [during the award year]?
- Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2024?
- At any time since you turned age 13, were both your parents deceased, were you in foster care, or were you a dependent or ward of the court?
- Has it been determined by a court in your state of legal residence that you are an emancipated minor or that someone other than your parent or stepparent has legal guardianship of you? (You also should answer “Yes” if you are now an adult but were in legal guardianship or were an emancipated minor immediately before you reached the age of being an adult in your state. Answer “No” if the court papers say “custody” rather than “guardianship.”)
- At any time on or after July 1, 2022, were you determined to be an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless, as determined by (a) your high school or district homeless liaison, (b) the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development, or (c) the director of a runaway or homeless youth basic center or transitional living program?***

What if I answered "Yes" to one or more of the questions above?

If so, then for federal student aid purposes, you're considered to be an **independent student**, and will not be required to provide information about your parents on the FAFSA form.

What if I answered "No" to every question?

If so, then for federal student aid purposes, you're considered a **dependent student**, and you must provide information about your parents when you fill out the FAFSA form.

Reporting Parents' Information

If you're a dependent student, you'll need to report parent information on your FAFSA form.

For more information visit FSA's guide here:

<https://studentaid.gov/apply-for-aid/fafsa/filling-out/parent-info>

Who's MY PARENT When I Fill Out My FAFSA® Form?

Are your parents married to each other?



Do your parents live together?

Did you live with one parent more than the other over the past 12 months?



Report the information for **both parents** on the FAFSA® form



Report information for **both parents** on the FAFSA® form even if they were never married, are divorced, or are separated



Report information for the parent you **lived with more** on the FAFSA® form

Report information for the parent who **provided more financial support** over the past 12 months or in the last year you received support on the FAFSA® form



Has this parent **remarried**?



Also report information for your **stepparent** on the FAFSA® form



You **do not** need to report additional parent information

Note: Dependent students are required to report parent information when completing the FAFSA® form. A parent means your legal (biological or adoptive) parent, or a person that the state has determined to be your legal parent. A stepparent is considered a parent if married to a biological or adoptive parent and if the student counts in their household size.

Providing Financial Information

The FAFSA form asks for financial information, including information from tax forms and balances of savings and checking accounts.

The 2023–24 FAFSA form asks for 2021 tax information.

Note: If your or your family's financial situation has changed significantly from what is reflected on your federal income tax return (for example, if you've lost a job or otherwise experienced a drop in income), you may be eligible to have your financial aid adjusted. Complete the FAFSA questions as instructed on the application (including the transfer of tax return and income information), submit your FAFSA form, then contact the school you plan to attend to discuss how your current financial situation has changed. Note that the school's decision is final and cannot be appealed to the U.S. Department of Education.

What to Do If Your Parents' (or Your) Marital Status Has Changed Since Taxes Were Filed?

Here are some tips for this type of situation using the example of the 2023–24 FAFSA form:

- The FAFSA form asks for marital status “as of today” (the day it’s filled out). So, if the student or parent is married now but wasn’t in 2021 (and therefore didn’t file taxes as married), the spouse’s 2021 income will need to be added to the FAFSA form.
- Similarly, if the student or parent filed 2021 taxes as married but is no longer married when filling out the FAFSA form, the spouse’s income will need to be subtracted.
- And if the student or parent was married when filing 2021 taxes, then got divorced and is now married to someone else, there’s a bit more math to do: Subtract the ex’s income, then add the new spouse’s income.

Automatically Transferring Your Tax Information Using the IRS Data Retrieval Tool (DRT)

Here's how the IRS DRT process works, assuming your tax information is available:

1. The IRS DRT takes you to the IRS website, where you'll need to provide your name and other information exactly as you provided it on your tax return. Some information will be pre populated from your FAFSA form.
2. At the IRS site, you'll see a page that indicates that your tax information is available. (For security and privacy protections, you won't see the actual information.) You can choose to import your information into the FAFSA form, or you can cancel your request and return to the FAFSA site.
3. If you choose to import your information into the FAFSA form, you'll find that on the FAFSA site, instead of your tax information being displayed, you'll see "Transferred from the IRS" in the appropriate fields for data security purposes. You won't be able to make changes to those answers.

Using the IRS DRT saves you time and effort:

- You don't have to find your tax records or any tax documents.
- You don't have to worry about making mistakes entering your tax information on your FAFSA® form.
- You may not need to provide an IRS tax transcript or a signed copy of your income tax return if you're selected for verification.

Signing and Submitting the FAFSA Form

Before your FAFSA form can be processed, you'll need to sign and submit the application. Here are some tips as you finish your FAFSA form:

- Be sure to sign with your FSA ID (your username and password) so your FAFSA form will be processed as quickly as possible. (If you log in to the form by providing your FSA ID, you won't be asked for it again when it's time to sign. However, if you're providing parent information, one of your parents will be required to sign your application.)
- While your online FAFSA form will be processed much quicker if you (and your parent if you're a dependent student) sign your FAFSA form with your FSA ID, you have the option to print out, sign, and mail in a signature page to the address listed on the page. Learn more about printing a signature page.
- Once you see your confirmation page, you'll know you've successfully submitted your FAFSA form. If you provided an email address on the form, you'll automatically receive the confirmation page by email. There are a few differences between the emailed confirmation and the one you'll see in the FAFSA form before exiting the application, so consider printing or saving your confirmation page before you exit. For example, the emailed confirmation won't include the college graduation, retention, and transfer rates for schools you listed on your FAFSA form.
- There are some states that have a partnership with our office that allows you to transfer your information directly into your state aid form (for example, New York residents can use this interface to link directly to the application for the Tuition Assistance Program [TAP]). When you fill out the FAFSA form, you'll have the option to apply with certain state financial aid forms. So, if you see a link from your FAFSA confirmation page to your state financial aid form, you should select it. The link will appear only on the confirmation page within the FAFSA form, so be sure to take advantage of it while you're still in the application.
- Your confirmation page offers the option for the parent information in your FAFSA form to be transferred automatically into another student's application. So, if you have a sibling who needs to fill out a FAFSA form, be sure to use this option when you see your confirmation page. The link will appear only on the confirmation page within the FAFSA form, so be sure to take advantage of it while you're still in the application.

Make Sure Your FAFSA Form Was Processed

After you submit your FAFSA form online, you can check its status immediately by going to fafsa.gov and logging in with your username and password. (Note: Only the student can check the status.)

The status of your application will be one of the following.

- **Processing:** Your application is still processing. It typically takes three to five days, plus one additional business day to be made available to the schools you listed on the form.
- **Processed Successfully:** Your application was processed successfully. No further action is needed.
- **Missing Signatures:** Your application is missing the required signature(s).
- **Action Required:** Your application requires further action. Contact your school to resolve the issue.

If you submitted a paper FAFSA form, you can check its status after it has been processed (roughly 7–10 days from the date mailed).

You can also contact the Federal Student Aid Information Center to find out if your FAFSA application was processed.

If you get stuck or are unsure:

You can email our Admissions Director
/ Financial Aid Assistant Miss Alicia at
alicia@hairlabdetroitbarberschool.com

Or give her a call at (734) 258-8183
extension 2

As soon as we receive your FAFSA on
our end, Miss Alicia will be in touch
about the next steps from there!