

## 2021-2022 Financial Aid Checklist

### 1. APPLYING FOR FINANCIAL AID

- Create a FSA ID from the United States Department of Education at <https://fsaid.ed.gov/npas/index.htm>.  
*Both student and parent need a FSA ID.*
- Complete the **2021-2022** Free Application for Federal Student Aid (FAFSA) at [www.studentaid.gov/h/apply-for-aid/fafsa](http://www.studentaid.gov/h/apply-for-aid/fafsa), include **UofSC Aiken school code: 003449**, and use the **DRT** to transfer federal tax information.
- UofSC Aiken** will download **2021-2022** FAFSA in January. Check your **UofSC Aiken email** and **Self Service Carolina (SSC)** for notification stating UofSC Aiken has received your FAFSA. (If completing the FAFSA after January, students will receive an email 5-7 business days after submitting the application.)
- Log into your **SSC** account to view your financial aid award status and any outstanding **Verification Requirements**.

### 2. VERIFICATION REQUIREMENTS

***Self Service Carolina will list Verification Requirements. All requirements must be satisfied before awarding will occur. Complete requirements by March 1, 2021 – Financial Aid Priority Deadline.***

- Identify Verification Requirements and submit corresponding form with any supporting documentation.
  1. Log into your **Self Service Carolina** account at: <https://ssb.onecarolina.sc.edu/>
  2. Click on the **Eligibility** tab to view outstanding requirements.
  3. Locate forms at <https://www.usca.edu/financialaid>, email: [stuaid@usca.edu](mailto:stuaid@usca.edu) or call 803-641-3476
- For tax information, complete the IRS Data Retrieval in the FAFSA:
  1. Log into your account at [www.studentaid.gov/h/apply-for-aid/fafsa](http://www.studentaid.gov/h/apply-for-aid/fafsa)
  2. Select **Make FAFSA Corrections**
  3. Click **Next**, then the **Financial Information** tab at the top of the application page
  4. From there you should read carefully until you see the **IRS Data Retrieval Tool** option to transfer 2019 tax information.
- Or request **Tax Transcript or Non-Filing Letter** from IRS, there are three options:
  1. **Get Transcript online** at [www.irs.gov](http://www.irs.gov), Click **Get Your Tax Record**, Click **Get Transcript Online**
  2. **Get Transcript by Mail** (fill out 4506-T form)
    - Follow the instructions to order a Tax Return Transcript for 2019
  3. **Get Transcript by Telephone**: Available from the IRS by calling **1-800-908-9946**
    - Follow the prompts to request an IRS Tax Return Transcript for 2019

### 3. ACCEPTING YOUR FINANCIAL AID

***Once UofSC Aiken has received your FAFSA and all verification requirements have been completely satisfied, the Financial Aid Counselors will package your financial aid.***

- View your award package and accept your financial aid:
  1. Log into your **Self Service Carolina** account at: <https://ssb.onecarolina.sc.edu/>
  2. Select the **Financial Aid** tab

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3. Select **Award**, then **Award for Aid Year**
  4. From the “Select Campus” dropdown, select UofSC Aiken and click Continue
  5. From the “Select Aid Year” dropdown, select UofSC Aiken 2021-2022 and click Continue
  6. Select the **Award Overview** tab to view your awards
  7. Select the **Accept Award Offer** tab to accept the awards
    - You can accept a partial amount, accept the full amount, or decline the loan offer.
- Once you have accepted your loans, you must complete a **Master Promissory Note (MPN)**, the **Entrance Counseling**, and the **Annual Student Loan Acknowledgment**. Go to <https://studentaid.gov/>, use your FAFSA login information to complete these loan requirements under the **Complete Aid Process** tab. Click on Complete Aid Process.
- When you have completed your **MPN, Entrance Counseling, and Annual Student Loan Acknowledgment**, allow 24-48 hours for the system to update your account. Loans will not disburse until the week before classes begin.
- For **Fee Authorization** navigation:
1. Log into your **Self Service Carolina** account at: <https://ssb.onecarolina.sc.edu/>
  2. Select the **Financial Aid** tab
  3. Select **Award**, then **Award for Aid Year**
  4. From the “Select Campus” dropdown, select UofSC Aiken and click Continue
  5. From the “Select Aid Year” dropdown, select UofSC Aiken 2021-2022 and click Continue
  6. Click on the **Resources/Additional Info** tab, and then choose Agree/Disagree

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### 4. SC STATE SCHOLARSHIP (HOPE, LIFE, PALMETTO FELLOWS) OR SC NEED-BASED GRANT

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- Accept Terms and Conditions for **State Scholarship/Grant Certification**:
1. Log into your **Self Service Carolina** account at: <https://ssb.onecarolina.sc.edu/>
  2. Select the **Financial Aid** tab
  3. Select **Award**, then **Award for Aid Year**
  4. From the “Select Campus” dropdown, select UofSC Aiken and click Continue
  5. From the “Select Aid Year” dropdown, select UofSC Aiken 2021-2022 and click Continue
  6. Select the **Terms and Conditions** tab, then Accept/Do Not Accept
  7. Select the **Accept Award Offer** tab, then accept the award
- Complete your **SC Residency Certification**:
1. Log into your **Self Service Carolina** account at: <https://ssb.onecarolina.sc.edu/>
  2. Select the **Admissions** tab, then **South Carolina Residency Certification**
  3. Complete the residency certification for the correct term

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### 5. ADDITIONAL OPTIONS: PARENT PLUS LOAN OR PRIVATE EDUCATION LOAN

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- Apply for the **Parent Plus Loan** at <https://studentaid.gov/>
- Private Education Loans – learn about Private Education Loans at: <https://www.usca.edu/financialaid/types-of-financial-aid/loans/private-education-loans>