


# Financial Aid Checklist

*This checklist is for informational purposes only. Please be advised that the actual processing time may differ.*

✓ **Submit a Free Application for Federal Student Aid:** Date Completed: \_\_\_\_\_  
 “Start or continue your FAFSA” at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

✓ **Get Admitted to KCC** Date Completed: \_\_\_\_\_  
[www.klamathcc.edu](http://www.klamathcc.edu)

✓ **Check the Status of your FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov):** Date Completed: \_\_\_\_\_  
 Select “Start Here,” log in, review and correct, as needed.

✓ **Watch Email, monitor your “my KCC” account at [www.klamathcc.edu](http://www.klamathcc.edu) and Submit ALL required documents:** Normal wait time for an Award Letter or Eligibility Notification is 2 to 3 weeks from the day you complete your application by submitting ALL required documents.  2 to 3 week waiting period

✓ **Review and Accept KCC’s Conditions of Accepting Financial Aid:** Date Completed: \_\_\_\_\_  
 Review important policies and conditions to access your Award Letter. Don’t forget to review KCC’s SAP (Satisfactory Academic Progress) Policy for details on how to maintain eligibility. If you are taking out student loans you must attend Entrance Counseling and complete an MPN (Master Promissory Note).

✓ **Consider other funding options:** Date Completed: \_\_\_\_\_  
 Carefully consider each type of Financial Aid available to decide what is right for you.  
 Ongoing  
 \_\_\_\_\_

- Grants (federal and state via [www.fafsa.ed.gov](http://www.fafsa.ed.gov))
- Scholarships
- Student Employment
- Loans

✓ **Follow Up:** Date Completed: \_\_\_\_\_  
 Keep email, telephone, address, and enrollment information current with KCC at all times.  
 Ongoing  
 \_\_\_\_\_

If you have questions along the way please e-mail [finaid@klamathcc.edu](mailto:finaid@klamathcc.edu) .

## **Financial Aid Checklist FAQ's (Frequently Asked Questions)**

### **When and how do I submit a FAFSA:**

- EVERY October 1<sup>st</sup> prior to the upcoming school year. Some funding is limited to early applicants. BE SURE this is at least 3 months before you plan to enroll and start classes to allow for processing time.
- Use your legal name (most commonly, per social security records), accurate SSN, and correct date of birth.
- If prior year income and federal tax information is not available and it is before the tax filing deadline (April 15<sup>th</sup>), file your FAFSA using estimated income/federal tax information.

### **How do I get admitted:**

Please visit Klamath Community College's Web Page at [www.klamathcc.edu/Admissions](http://www.klamathcc.edu/Admissions) OR, come to the college campus to meet with a KCC Student Success Representative. These individuals will assist you with the admissions process and will help you with scheduling any needed placement testing, along with information about orientation/advising/registration (they may also recommend that you meet with Financial Aid). For assistance, call the Student Services Help Line at 541-882-3521. You will also be provided assistance in creating your online web account so that you can access information from the college, as well as be able to see required documentation needed from you to continue your enrollment into Klamath Community College.

### **Why should I watch my email and monitor MyKCC? How do I know I have submitted ALL required documents?**

- After you submit your FAFSA, the Department of Education will email you. Log in at [www.FAFSA.gov](http://www.FAFSA.gov), check the status and make corrections, as necessary (if you filed your FAFSA with estimated income/tax estimates, you've now filed federal taxes and want to use the IRS data retrieval tool). If corrections are necessary after you have been awarded, notify the Financial Aid Office, as correcting your application could lead to funding delays.
- Also, watch for "Financial Aid Mail" email from the Financial Aid Office as a prompt to check your financial aid status at MyKCC. "Financial Aid Requirements" will tell you if we need something from you.

### **What happens if I do not provide the information requested by KCC:**

- Only after you submit ALL required documents can KCC put your file into a "ready to review" status that is processed in date order (processing time can average up to three weeks).
- If you provide incomplete or conflicting information, we will require additional documentation/clarification before awarding your financial aid.
- Students will be unable to charge books/supplies at the Bookstore, and may need to have alternate funding available for these.

### **What does "Review and Accept KCC's Conditions of Financial Aid" mean?**

- You must officially accept your award(s) by following the instructions on the email that is sent to you. You will be asked to read and accept the Terms and Conditions of Financial Aid at KCC for the year. You need to read it carefully and check the box acknowledging that you have read and understand.
- Federal regulations require financial aid recipients to make Satisfactory Academic Progress (SAP), to maintain access to funding. KCC's SAP is available by accessing the college's web page at [www.klamathcc.edu/Admissions/Financial-Aid/FinancialAidInformation](http://www.klamathcc.edu/Admissions/Financial-Aid/FinancialAidInformation)

### **What should I do after I get my award and start classes:**

- Be sure you have completed any schedule changes as of the first Friday of the term (Add/Drop Deadline), as KCC will adjust your financial aid to match your eligible enrollment at that time (or prior to payment, whichever is later).
- Enroll in courses you need, attend (participation beyond orientation) each course and do well academically.

### **What is a financial aid refund and when do I get the money:**

- Any financial aid left on your account the day after tuition, fees, and books are paid will be refunded to your student account.
- It is to be used toward cost of living expenses while in school.

### **Besides federal and state need-based Grants, what other funding options do I have for school:**

- Scholarships. Not a quick source of funding; however, one that you don't have to pay back. Some informational sites follow:  
KCC Foundation offers scholarships during the Fall Term annually. Please look for submittal dates beginning in October of each year. You may contact The Foundation office at 541-880-2234 or view the scholarship page on the KCC webpage.

[www.getcollegefunds.org](http://www.getcollegefunds.org)  
[www.fastweb.org](http://www.fastweb.org)  
[www.collegeboard.com](http://www.collegeboard.com)  
[www.scholarships.com](http://www.scholarships.com)

- **Student employment:** Apply for a part-time, on-campus job at [www.klamathcc.edu](http://www.klamathcc.edu).

### **Private Student Loan Information:**

**If you are accepted into a program with additional costs, such as the aviation program at Klamath Community College, please visit [www.finaid.org/loans/privatestudentloans](http://www.finaid.org/loans/privatestudentloans) in order to research options that may fit your situation.**