

CHECKLIST FOR FINANCIAL AID

- Apply for Admissions
 - Have College/High School transcripts sent to and verified by the Admissions Office.
 - Make sure that you provide the Admissions Office with an accurate email address and check it often. Also, make sure you check your bulk or spam email box.

- Apply for a FSA ID (www.FAFSA.gov)
 - Student and Parent
 - The pin number was changed to the FSA ID back in May. If you have a pin number, you must update to a FSA ID in order to complete your FAFSA for 2015-2016.

- Submit FAFSA Application (www.fafsa.gov)

- Take Compass Placement Test

- Look for a letter from the Financial Aid Office and submit required documents ASAP in order to complete your file.

- Login to your student information center on the RSTC website through the MyRSTC portal regularly to check the status of your admissions and financial aid requirements.

- Return all Verification documents, if requested:
 - Documents requested will be listed in your student information center found at www.rstc.edu, click on the MyRSTC portal on the side of our webpage then sign in using your student ID or social security number (if you are a new student) and your six digit date of birth, click on financial aid requirements. You can also keep a check on the status of your financial aid at this website.

**Please remember, it is the student's responsibility to: File the FAFSA form, request a pin number, retrieve the pin number, add RSTC's school code 005692. Financial Aid personnel are NOT allowed to complete these steps for the student. **