Apply for Financial Aid in 5 Easy Steps

Follow the instructions below to file your FAFSA application by the April 15 deadline.

**Step 1 PREPARE**

- Gather documents needed to file.
  - Personal Tax Return from last year
  - Parent Tax Return from last year
  - Untaxed income e.g. Social Security benefits, food stamps (SNAP), etc.
  - Visit [https://pin.ed.gov](https://pin.ed.gov) to find or create your Federal Pin #. All applicants must use a Federal Pin # to apply for financial aid.

**Step 2 APPLY**

- Log on to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) to file your FAFSA application by the April 15 deadline.
  - You will need a valid email address to apply for federal aid.
  - Use the IRS Data Retrieval Tool to access the income tax information for you, your spouse and your parents, if applicable. It is the best way to ensure the FAFSA has accurate income information.
  - After you complete your FAFSA, apply for New York State Aid (TAP) at [www.tapweb.org](http://www.tapweb.org).

**Step 3 CONFIRM**

- Check your email one week after completing your FAFSA. The Department of Education (DOE) will send you an email with a link to your Student Aid Report (SAR).
- Review your SAR for inaccuracies.
  - If you are selected for a process called Verification or you have to change information, correct the data electronically or submit it to Student Financial Services in person in Room C107; via email to studentfinancialservices@lagcc.cuny.edu; or fax it to (718) 609-2032.
- When your financial aid application is complete, if you are eligible, you will receive a notification of your financial aid awards in CUNYfirst.

**Step 4 REGISTER**

- Check your student email and My LaGuardia in May for your advisement and registration appointment.
  - To maximize your financial aid, you must register for Session I and II at the same time.
- After you register wait one business day, then check CUNYfirst for your pending financial aid.

**Step 5 PAY**

- View your "Total Due" and your payment due date on CUNYfirst.
- If you do not have a remaining balance enjoy your classes!
- If you have a remaining balance, explore these funding sources:
  - Apply for a Foundation scholarship: [www.laguardia.edu/scholarship](http://www.laguardia.edu/scholarship)
  - Need a payment plan? Visit [www.tuitionpay.com/CUNY](http://www.tuitionpay.com/CUNY) or call (800) 635-0120.
  - Visit the Bursar's Office in Room C110 to settle your tuition bill.
Step 1
**PREPARE**
Gather Financial Documents & FAFSA Pin #

Step 2
**APPLY**
for Federal FAFSA & State TAP aid

Step 3
**CONFIRM**
Financial Aid Application Data

Step 4
**REGISTER**
Check Student Email for Advisement & Registration info

Step 5
**PAY**
Review Pending Financial Aid, Total Due and Payment Due Date on CUNYfirst