

**Fort Myers Technical College**

**School Code—007558**



## **FINANCIAL AID APPLICATION CHECKLIST**

All financial aid paperwork must be completed and returned to the Financial Aid Office prior to the first day of class. Paperwork that is NOT complete will NOT be accepted. The FAFSA application will be asking questions about you, your spouse (and your parents if you are a dependent student), your household's financial situation, and your school plans. You will not receive any financial aid until you have gone through all of the appropriate steps.

- ✓ **STEP 1**—In order to fill out the Free Application for Federal Student Aid (FAFSA) online, you will need the previous year's tax returns for you and/or your parents.
- ✓ **STEP 2**—Follow the directions for filling out your FAFSA.
- ✓ **STEP 3**—When asked for the school code of the institution that you would like to receive your application, enter FMTC school code (007558) and any other schools you wish to receive your information. Be sure to save and submit the application.
- ✓ **STEP 4**—Three to five business days after submitting your FAFSA, **YOU MUST CALL FMTC TO VERIFY THAT YOUR APPLICATION HAS BEEN RECEIVED.** The financial aid officer will explain what is needed in order to complete your financial aid file.
- ✓ **STEP 5**—You may be randomly selected for verification of documents. If you are selected for verification, you may be asked to submit your high school diploma, tax return transcripts, child support documentation, official post-secondary transcripts, SNAP benefit verification, disability income statements and any other documents deemed necessary to the financial aid office. Random verification selections are made by the federal government, not the school.

**For a copy of your IRS tax return transcript call 1-800-829-1040, or visit [irs.gov](https://www.irs.gov) and select the link to "Get Transcript of Your Tax records".**

***NOTE: To be eligible for financial aid, you must have a standard high school diploma or GED.***

***FMTC Financial Aid Office—239.334.4544 Ext. 320 or Ext. 375***

***Financial Aid Office Hours—Monday thru Friday—7:40 a.m.—3:30 p.m.***

***FAFSA HELP LINE—1.800.433.3243***

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Phone: 239.334.4544 • FAX: 239.332.4839 • [www.FortMyersTech.edu](http://www.FortMyersTech.edu)**