

SPRING 2024

Transfer Students—See Reverse for Special

Where do I start?

Use this checklist to plan what you need to do to apply for and receive financial aid.

- ☐ First, apply for a Federal Student Aid (FSA) ID online at fsaid.ed.gov.

Remember: Your parent will also need to apply for their own FSA ID. Keep in mind you can't use the same email or mobile number as your parent to create your FSA ID's.

The Application Process—October/November 2024

- ☐ Gather all 2021 income documentation (tax returns and W-2 income statements). You will be presented with an option to transfer your tax information directly from the IRS website when completing the FAFSA online.
- ☐ Complete the 2023-2024 FAFSA application at studentaid.gov
Note: Be sure to complete the correct year as the application for next year is already available.
- ☐ NYS RESIDENTS ONLY:
Complete the NYS TAP application online at hesc.ny.gov. You can link directly to this website from the confirmation page after completing the FAFSA application online.
- ☐ PART-TIME NYS RESIDENTS ONLY:
Apply for APTS (Aid for Part Time Study), get the application and more information on part-time aid at
- ☐ Apply for scholarships using the SUNY Canton online scholarship form.
- ☐ Look for private sources of aid including scholarships. Check with your School Counselor, school, libraries, local businesses, local organizations, and parent employers/unions. Check online at free sources and keep in mind that fee-based searches may be scams.

The Follow-up Process—December 2023

- ☐ Watch your mail, email, and monitor your account online through your UCanWeb account. Contact us with any questions you have.
- ☐ NYS RESIDENTS ONLY:
Complete the NYS Excelsior Scholarship application online at hesc.ny.gov which may cover the full cost of your tuition. The Spring 2024 application will likely open in December 2023 & will have a strict deadline.
- ☐ Submit any requested documentation timely to prevent delays.
- ☐ Accept or decline your financial aid award offers online through your UCanWeb account. Awards that are not accepted in 30 days may be cancelled and re-awarded to other students.
- ☐ Make your deposit for the Spring 2024 semester. Notify any colleges you decide not to attend to prevent financial aid payment and refund delays.

The Registration and Billing Process—January 2024

- ☐ Complete any additional requests for information as soon as you receive them.
TIP: Don't forget to get your final transcripts into the Admissions Office!
- ☐ Notify us of any outside scholarship, grant, or other types of aid you expect to receive.
- ☐ Complete the online billing process through UCanWeb each semester by the due date, including the parking, health insurance waiver, and any payment or payment plan. The spring bill due date is **January 6, 2024**.

All dates are RECOMMENDED, you can still apply even if you miss these deadlines.

Contact the One Hop Shop at 315-386-7616 with any questions!

Transfer Tips!

Transfer students who are already enrolled for the fall semester elsewhere will likely already have the 2023-2024 FAFSA, NYS and Excelsior applications on file. If this is the case, then you just need to add the SUNY Canton college code to your already existing applications.

Update College Codes

How to add or change a college code on already existing applications:

Federal Application (FAFSA)

- 1) Login to your 2023-2024 FAFSA at studentaid.gov
- 2) In the college section add 002855 as the SUNY Canton College code.
Remember to sign & submit the FAFSA change correction or it will not be processed.

New York State Application (TAP, Scholarship & Excelsior)

- 1) Login to your New York State applications at hesc.ny.gov.
- 2) Go under each type of application you have and change the college code to SUNY Canton's.
 - 3010 is the college code to use for Certificate & Associate Degree programs.
 - 6010 is the college code to use for Bachelor Degree programs.
- 3) If you had missed an application deadline, then you can also complete the additional applications if they are open on the NYS HESC website.

Don't Forget

* Final Transcripts	Request all official copies to be sent directly to the SUNY Canton Admissions Office.
* Direct Loan Documents	If you are a current student direct loan borrower, then you should not have to re-do these documents as they are not school specific.
* Parent Loan Documents	You must re-apply for any private alternative loans as they are school specific.
* Private Loan Documents	You must re-apply for any parent loans as they are school specific. Contact your current lender
* Special Consideration & Overrides	These approvals do not transfer from one school to another so you may wish to request a copy of your documentation on file with your current school and submit it to SUNY Canton for consideration.

Need Assistance?

Call us at (315) 386-7616 or email finaid@canton.edu with any questions!

Non-Discrimination Notice

SUNY Canton does not discriminate based on race, color, national origin, sex, gender identity, disability, or age in its education programs, services, and activities, including employment policies and practices. The following people have been designated to handle all inquiries regarding non-discrimination policies:

Affirmative Action, Equity, and Compliance Coordinator/Director of Human Resources

Joann Ellis

315-386-7325

hr@canton.edu

Title IX Coordinator

Nicodeme Auguste

315-386-7050

title9@canton.edu

Section 504 Officer

Megan Riedl

315-386-7392

ADA@canton.edu

All students, interns and College's employees are the purview of Civil Rights Compliance Officers.

The College offers a variety of career and technical education programs. For descriptions of programs and admissions criteria, visit the Admissions website at <https://www.canton.edu/admissions/>.

Civil Rights Discrimination Resources are available at <https://www.canton.edu/crc/>

SUNY CANTON DISCRIMINATION COMPLAINT PROCEDURE (INCLUDING TITLE IX)

How to File a Complaint

Follow the process outlined in the SUNY Canton Discrimination Complaint Procedure (including Title IX) (https://www.canton.edu/student-handbook/section-30-student-life/discrim_harassment.html). If you have any questions on the process, please contact a Civil Rights Compliance Officer (<https://www.canton.edu/crc/officers/>).