



# DO YOU HAVE FINANCIAL AID QUESTIONS? WE'RE HERE TO HELP!

Want help with the FAFSA? Don't know how to create an FSA ID? Want to know the status of your financial aid application? Need to complete an Electronic Master Promissory Note? What's Stafford Loan Counseling?

At these sessions, we can help you:

- Create an FSA ID
- Complete the Free Application for Federal Student Aid (FAFSA)
- Check your financial aid application status
- Answer your financial aid questions

# VISIT US- BRING YOUR QUESTIONS!

For more information, contact Scott Roelke, Director of Financial Aid  
651-423-8297 or [Scott.Roelke@dctc.edu](mailto:Scott.Roelke@dctc.edu)

# ROOM 1-116 EVERY WEEK FOLLOWING CAMPUS VISIT AND FOLLOWING ORIENTATION & REGISTRATION

## Visit us at one of the sessions listed below

Date	Time	Date	Time	Date	Time
Tuesday, September 11, 2018	2:30	Tuesday, November 13, 2018	2:30	Tuesday, December 18, 2018	2:30
Tuesday, September 18, 2018	2:30	Thursday, November 15, 2018	12:30	Thursday, December 20, 2018	3:30
Tuesday, September 25, 2018	2:30	Tuesday, November 20, 2018	2:30	Wednesday, January 2, 2019	12:30
Tuesday, October 2, 2018	2:30	Tuesday, November 27, 2018	2:30	Thursday, January 3, 2019	3:30
Tuesday, October 9, 2018	2:30	Tuesday, December 4, 2018	2:30	Tuesday, January 8, 2019	2:30
Tuesday, October 16, 2018	2:30	Wednesday, December 5, 2018	3:30	Wednesday, January 9, 2019	12:30
Tuesday, October 23, 2018	2:30	Thursday, December 6, 2018	3:30	Friday, January 11, 2019	3:30
Tuesday, October 30, 2018	2:30	Tuesday, December 11, 2018	2:30	Tuesday, January 15, 2019	2:30
Tuesday, November 6, 2018	2:30	Thursday, December 13, 2018	12:30	Tuesday, January 22, 2019	2:30
Thursday, November 8, 2018	3:30			Tuesday, January 29, 2019	2:30

DCTC.EDU | 651-423-8000 | FINAID@DCTC.EDU

*Dakota County Technical College is an affirmative action, equal opportunity employer and educator.  
This information is available in an alternate format by calling 651-423-8469 or TTY/Minnesota Relay at 1-800-627-3529.*

# Financing Your Education Checklist

This checklist outlines steps you need to take to complete the financial aid application process and to ensure you have financing in place to pay your education costs at Dakota County Technical College. More information is available on the college website. We recommend you create a personal file for your financial aid information and keep your ID's, usernames, and passwords in a safe place to protect yourself from identity theft. Contact the Office of Financial Aid help desk at 651-423-8299, or [finaid@dctc.edu](mailto:finaid@dctc.edu), if you have questions.

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## **Create a FSA ID ([www.StudentAid.gov/fsaid](http://www.StudentAid.gov/fsaid))**

You need a Federal Student Aid ID (FSA ID) from the Department of Education for you, the student, and also for a parent if you are a dependent student. Each FSA ID created must be linked to a separate email address. The FSA ID is used to sign your FAFSA and to sign the Federal Stafford Loan electronic Master Promissory Note.

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## **Complete the FAFSA ([www.fafsa.gov](http://www.fafsa.gov))**

The Free Application for Federal Student Aid (FAFSA) is available on the web. The school code you need to enter for Dakota County Technical College is 010402. Your FAFSA results will be sent to you and the college. When your FAFSA results are received by the college, the college will contact you by email regarding your next steps.

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## **Submit Final High School Transcript and all College and University Transcripts**

You must submit a copy of your final high school transcript showing your graduation date and unofficial copies of all college and university transcripts to the college to help determine federal and state financial aid eligibility.

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## **Submit Additional Information and Documents**

You will receive an email from the Office of Financial Aid if additional documentation is required. Use the link in the email to access the eServices site and view your Tracking Letter. Please submit the required information and documents as soon as possible to avoid delays.

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## **Review Your Financial Aid Award Notification**

When the Office of Financial Aid completes processing of your financial aid application, and Award Notification will be posted for you on eServices and an email will be sent to you with a link to eServices. Grant funds require no action, however, if you want to use Federal Stafford Loans or Work Study, you must take additional actions outlined below.

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## **Review Your Balance Due**

Dakota County Technical College does NOT mail out bills. You must view your account information on the eServices site. You can view your balance due for the semester after you register for classes. You need to determine if you have enough financial aid grants to pay your balance due, or if you need to set up a payment plan or apply for loans. Use the worksheet on the back of this page to help you make this decision.

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## **Apply for Student Loans**

If you need to borrow by using the Federal Stafford Student Loans listed on your Award Notification, you must complete the loan request by accessing your Award Notification on eServices. You must also complete an electronic Master Promissory Note and Stafford Loan Entrance Counseling on [StudentLoans.gov](http://StudentLoans.gov).

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## **Pay Your Balance Due**

The balance for tuition, fees, and other college charges is due by the dates published on the college website. If you have not been awarded enough financial aid to pay the balance due, you must pay the difference. You can pay the bill in full by the due date, or enroll in a monthly payment plan. You make a payment or set up a payment plan for each semester.

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## **Apply for a Work Study or Student Employment Job**

Work study must be listed on your Financial Aid Award Notification in order for you to apply for a work study job. Student Employment jobs do not require financial aid eligibility. Jobs will be posted online beginning mid-August. You need to schedule an interview with the supervisor. Students must be hired, work, turn in a timesheet, and are paid every two weeks. We recommend using work study and student employment to help pay living expenses, not the balance due for tuition, fees and other college charges.

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