



How to Apply for Financial Aid GSW School Code 001573

Step 1: Application Process

- **Electronically submit the FASFA at www.fasfa.gov as soon as possible.**
It can take up to 10 days for GSW to receive your FASFA data from the Department of Education.
- **Please make sure your RAIN account is active. If not yet admitted, students may go to the GSW Website, click on Financial Aid, Check Financial Aid Status, and New Students.** If your FASFA is selected for verification, you will be required to submit additional documents through www.gsw.verifymyfasfa.com.
It can take up to 3 weeks once you have submitted all requirements to receive an award.
- **The ONLY acceptable documentation to verify tax information will be the IRS Data Retrieval Tool through the FASFA application or by submitting an official Tax Return Transcript from the IRS for tax filers, and both an official IRS W-2 Wage and Tax Statement Form and Letter of Non-Filing for non-tax filers.**
It can take up to 10 days to receive the IRS Tax Transcript by mail. .
- **Financial Aid does not transfer from one school to another.** If you are a transfer student, you will need to cancel pending loans or grants at the school you last attended. **After** requesting the cancellation at your previous school, please notify Georgia Southwestern that your loans and grants have been cancelled. Transfer students expecting HOPE must complete a HOPE Evaluation Form from the **GSW website**, click the **Financial Aid Banner**, click **Forms**, and click **HOPE/Zell Miller Scholarship Evaluation Request Form**. *We cannot proceed until pending aid shows cancelled by your previous school.*

Step 2: How to View Your Outstanding Requirements

Please follow these steps:

1. Log into your **RAIN** account
2. Click on **Financial Aid**
3. Click on **Eligibility**
4. Click on **Student Requirements**
5. **Select Aid Year (2018-2019)**
6. Click **Submit**
7. **Satisfied** and **Unsatisfied Requirements** will show on this screen

***ALL UNSATISFIED Requirements** will show at the top portion of the screen.

If you have been selected for verification, please click the link **Selected for Verification or Eligibility** within **RAIN** or go to www.gsw.verifymyfasfa.com

- If you are a New User or do not have a verifymyfasfa account, please create an account and complete your task. Please contact the Financial Aid Office if you need help.

Step 3: How to Accept Your Terms and Conditions:

The Department of Education requires you to accept the Terms, Conditions, and Acceptable Usage.

- **To Accept Your Terms and Conditions:**
 1. Log into **RAIN** Account
 2. Click on **Financial Aid**
 3. Click on **Award**
 4. Click on **Award By Aid Year**
 5. Select the correct **Aid Year (2018-2019)**
 6. Click on **Terms and Conditions**
 7. **Accept your Terms and Conditions** at the bottom of the page

- **To Accept a Student Loan:**
 1. Log into **RAIN** Account
 2. Click on **Financial Aid**
 3. Click on **Award**
 4. Click on **Award By Aid Year**
 5. Select the correct **Aid Year (2018-2019)**
 6. **Accept Award Offer**

- **To Complete Entrance Counseling and Master Promissory:**
 1. Go to www.studentloans.gov
 2. **Sign in** using you **FSA ID and password**
 3. **Complete the counseling**
 4. Click **Entrance**
 5. Complete **Master Promissory Note (MPN)**

Located on the left hand side of the screen. We will receive an electronic notification once the MPN and/or Entrance Counseling is submitted. Please allow up to 10 days before checking your RAIN account

- **How parents can apply for a Parent PLUS Loan:**
 1. Go to www.studentloans.gov
 2. Parent must **sign in** with their own **FSA ID and password to apply**
 3. Apply for PLUS Loan for Parent Borrowers
 4. **Enter a specific amount for the aid year or the remaining term. Although the PLUS application will allow borrowers to choose 'maximum' as a response. GSW will not process an award without a specified amount. Failure to enter an amount for the aid year will delay processing and the parent will be required to complete a Direct Loan Options Form (which is also required if the Plus Loan is denied).**
 5. **If approved, the parent must also complete the PLUS Master Promissory Note (MPN)**
 6. **If denied (or you failed to enter an amount), go to the GSW website, click the Financial Aid Banner, and click Forms**
 7. **Direct PLUS Loan Options Form**
 8. Choose **Option B for the student to receive an additional unsubsidized loan in their name – or Opt A if you prefer to pursue a Co-Borrower**

PLUS Loan Option Form require signatures from both parent and student and cannot be processed if the online PLUS application has not been submitted. We will receive an electronic notification once the PLUS application is submitted. Please allow up to 10 days before checking your RAIN account

- **To View Authorized Aid**
 1. Log into **RAIN**
 2. Click on **Student Services**
 3. Click on **Registration**
 4. Click on **Registration Fee Assessment**
 5. Select the correct **Term**