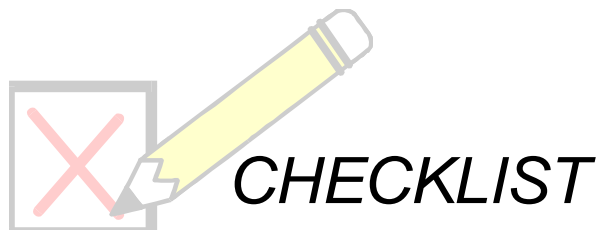


# Applying for Financial Aid

## Getting It Right the First Time



Complete federal income taxes. Your FAFSA form requires information from 2008 Federal Income Tax returns. Get taxes done early.

Complete the 2009-2010 FAFSA (paper or electronic) as soon as possible after January 1, 2009. (Be accurate and complete) Obtain all required signatures. Keep materials used to complete the FAFSA such as worksheets and tax forms. Do not send any material with the FAFSA. Complete your electronic FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The FAFSA asks for our Federal School Code, which is **003565**. Watch for your Student Aid Report (SAR) or Information Acknowledgment.

Expect to receive a **Student Aid Report** from the federal processor within four to six weeks. If you do not receive it, you can check on its status with the federal processor at 1-800-4-FED-AID or through the web site at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

Obtain and file any other required financial aid form(s) **requested** by the A&M-Commerce Office of Financial Aid and Scholarships. Respond to all requests for information quickly and completely. **\*\*<http://www.tamu-commerce.edu/home/finaidnew/Forms.asp>**

Apply for admission to A&M-Commerce. Admission application deadlines and financial aid application deadlines are different. You must be fully admitted to a degree or certificate program before the Office of Financial Aid and Scholarships will offer an award.

Determine the costs of attending A&M-Commerce: tuition and fees, room and board, books and supplies, transportation, personal and miscellaneous expenses. **\*\*Costs can be viewed <http://web.tamu-commerce.edu/admissions/tuitionCosts/default.aspx>**

Explore all possible sources of aid such as federal, state, college, local civic organizations, and place of employment. The Office of Financial Aid and Scholarships and your high school guidance office are excellent sources of information. **\*\***

When you receive your Student Aid Report (SAR) or Information Acknowledgment, read it carefully and follow the instructions. We advise you to consult with the Financial Aid Office before making changes or corrections. The Office of Financial Aid and Scholarships can make corrections for you.

You will receive your financial aid award via your **myLEO email**. **<https://leo.tamu-commerce.edu/login.aspx>**. The first time you sign onto **myLEO**, you may use your social security number and six digit date of birth. **Please review your award and understand what you are being offered and accept/decline by the deadline.**

If you have any unusual circumstances, contact the A&M-Commerce Office of Financial Aid and Scholarships. (See below)

Remember-You must file the FAFSA or the Renewal FAFSA each year, and you may need to complete other forms each year.

Confirm that A&M-Commerce has your correct permanent and local addresses and current telephone numbers.

**\*\*For more information, please visit our website: <http://www.tamu-commerce.edu/home/finaidnew/>**

**Texas A&M-Commerce, Office of Financial Aid and Scholarships**  
**P. O. Box 3011, Commerce, Texas 75429**  
**Phone: 903/886-5096; Fax: 903/886-5098; Email: [FAO\\_WEB@tamu-commerce.edu](mailto:FAO_WEB@tamu-commerce.edu)**