# FAFSA RENEWAL PROCESS

**When do I need to renew my FAFSA?**

Every year you plan to be in school (this includes graduate programs as well) you will need to complete a FAFSA. You may begin completing your FAFSA on October 1st each year. You will use your FSA ID to log in and will need to select the correct FAFSA year. See the guide below to determine the year of FAFSA you need to complete and which year of tax/ income information will be required:

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| --- | --- | --- | --- |
| **IF YOU PLAN TO ATTEND COLLEGE FROM** | **YOU WILL SUBMIT THIS FAFSA** | **YOU CAN SUBMIT THE FAFSA FROM** | **USING INCOME AND TAX INFORMATION FROM** |
| **JULY 1, 2017 – JUNE 30, 2018** | **2017-2018** | **OCTOBER 1, 2016 – JUNE 30, 2018** | **2015** |
| **JULY 1, 2018 – JUNE 30, 2019** | **2018-2019** | **OCTOBER 1, 2017 – JUNE 30, 2019** | **2016** |
| **JULY 1, 2019 – JUNE 30, 2020** | **2019-2020** | **OCTOBER 1, 2018 – JUNE 30, 2020** | **2017** |
| **JULY 1, 2020 – JUNE 30, 2021** | **2020-2021** | **OCTOBER 1, 2019 – JUNE 30, 2021** | **2018** |
| **JULY 1, 2021- JUNE 30,2022** | **2021-2022** | **OCTOBER 1, 2020- JUNE 30, 2022** | **2019** |
| **JULY 1, 2022-JUNE 30, 2023** | **2022-2023** | **OCTOBER 1, 2021- JUNE 30, 2023** | **2020** |

**What information do I need to renew my FAFSA?**

The same information is required each year-

* FSA ID (to log in and to sign the FAFSA at the end- your FSA ID and your parents FSA ID)
* Social Security Number
* Driver’s License Number (if you have one)
* Records of untaxed income (child support received, interest income or veterans benefits)
* Records of any assets (savings and checking account balances and/or any investments in stocks/bonds)
* You will need to list the school you will be attending during that FAFSA year. If you will be transferring schools the next year be sure to list any you will be applying to. For example if I started out at Roane State Community College Fall 2017 and attended there for 2 years but then applied to ETSU, LMU and TTU for Fall 2019 I would need to list them all. If my final decision was ETSU the schools I would need to list on my FAFSA would look something like this:
  + 2017-2018 FAFSA- RSCC (completed FAFSA senior year so whichever schools were applied to)
  + 2018-2019 FAFSA- RSCC
  + 2019-2020 FAFSA- ETSU, LMU, TTU
  + 2020-2021 FAFSA- ETSU

**What is a FAFSA RENEWAL APPLICATION?**

A FAFSA Renewal application is an option for students who completed a FAFSA the previous year. It will auto fill some the information in for you. This information will include basic information about you such as driver’s license number, name, birthdate etc. It **WILL NOT** update any financial information as that will change from year to year. Also note that you need to double check that all the auto fill information is correct before you submit.

**Am I considered an independent student yet/ How long do I have to use my parent’s tax information?**

(Please note that the dates will move up each year for certain questions) We are using the dates for the 2017-2018 FAFSA year. Adjust the years accordingly when you are figuring up for later years.

* Were you born before January 1, 1994?
* As of today, are you married? (Also answer “Yes” if you are separated but not divorced)
* Will you be working on your master’s or doctorate degree?
* Are you active duty in the U.S. Armed forces for purposes other than training?
* Are you a veteran of the armed forces?
* Do you have children who will receive more than half of their support from you?
* Do you have dependents (other than children) who will live with you and who receive more than half of their support from you?
* At any time since you turned 13, were both you parents deceased, were you in foster care, or were you a dependent or ward of the state?
* Has it been decided by a court in your state of legal residence that you are an emancipated minor or that you are in a legal guardianship?
* At any time on or after July 1, 2016 were you determined to be an unaccompanied youth who was homeless as determined by a.) your high school or district liaison or b.) the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing?
* At any time on or after July 1, 2016 did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless?

**If you answered YES to any of these questions then you are considered independent. If you answered no to all of these questions you are considered dependent and must provide your parents’ income.**

**Who is my parent when I fill out the FAFSA?**

This will greatly depend on your family, so please look through the guidelines to see which income(s) you need to list.

* Your parents are living together and are legally married to each other- Answer the questions about both of them (combined income).
* If your parents are living together and are not married- Answer the questions about both of them (combined income).
* If you parent is widowed or was never married- Answer the questions about that parent.
* If you parents are divorced or separated and don’t live together, answer the questions about the parent with whom you lived with more during the past 12 months. If you lived the same amount of time with each parent, give answers about the parent who provided more financial support during the past 12 months or during the last year that you actually received support from a parent.
* If your parents are divorced, but live together, you’ll indicated their marital status as “unmarried and both parents living together”- and answer the questions about both of them.
* If you parents are separated, but living together- you’ll indicate their marital status as “married or remarried”- and answer the questions about both of them.
* If you have a stepparent who is married to the legal parent whose information you are reporting, you must provide information about that stepparent as well.
* The following people are NOT your parents unless they have LEGALLY adopted you: grandparents, foster parents, legal guardians, older brothers/sisters or aunts/uncles.
* Parents who are the same sex and are legally married count as a spouse- report both incomes.

\* Exception- When the FAFSA asks about your parents’ education level answer these questions about your birth parents or adopted parents (do not include stepparents).

**What if I don’t live with my parents?**

You must still answer the questions about them if you are considered a dependent student.

**What if my parents aren’t going to help me pay for college and refuse to provide information for my FAFSA?**

You can’t just be considered independent because your parent’s refuse to fill out the FAFSA. If they don’t provide information, fill out with your information, submit and then contact the school you plan to attend. This is important because your FAFSA will be not be fully processed and you will need to have the financial aid department work with you on this. You will only qualify for federal loans this way (you will miss out on federal grants, work study etc.)

**What if I have no contact with my parents?**

If you don’t know where your parents live, or you’ve left home due to an abusive situation, fill out the FAFSA and then get in touch with the financial aid department of the school you plan to attend.

**What if my parents’ (or my) marital status has changed since we filed our taxes? How do we supply tax and income information on the FAFSA?**

Since the tax information is prior prior year information there could easily be a change in marital status. Here is what the FAFSA website has to say about changes in marital status when completing the FAFSA.

* The FAFSA asks for marital status “as of today” (the day it is filled out). So, if the student or parent is married now but wasn’t in the tax year being reported (and therefore didn’t file taxes as married), the spouse’s income will need to be added to the FAFSA.
* Similarly, if the student or parent filed taxes as married, but is no longer married when filling out the FAFSA, the spouse’s income will need to be subtracted.
* Also, if the student or parent was married (in the tax year being reported), but then got divorced and is now married to someone else there is a little more math to do: Subtract the ex’s income, then add the new spouse’s income.

**How do I provide the financial information for the FAFSA?**

* Use the IRS Data Retrieval Tool- It is quick and simple. A click of a button (that conveniently asks if you would like to link to the IRS) is on the FAFSA. This will then inform you that you are leaving the FAFSA site to go to the IRS site. Click OK to accept the data retrieval tool terms of use. Fill out the information for EXACTLY as it appeared on your (or your parents) tax return (correct name, address, etc.). Then tax information will appear and you will check the button that says Transfer Now.
* Obtain tax information via the IRS website- You can obtain a copy of your taxes by contacting your tax preparer or by visiting <https://www.irs.gov/> to view and download a summary (transcript) of your tax return or to request that a tax transcript be sent to you by mail.
* If you do not file taxes be prepared to provide information about income that may be asked, (If the FAFSA doesn’t ask at some point the school usually will), such as Social Security, Retirement Income etc.

**REMEMBER…..**

* To keep an eye out for your SAR once you have completed the FAFSA- double check the information is correct, that you included the correct school, that it was signed and submitted, and whether you have been pulled for verification. Also, if you have used any federal aid/loans in previous year(s) it will give you a summary of that information.
* You can contact an Upward Bound advisor if you need help at any point during completing the FAFSA, for help transferring schools, help with the verification process etc. To find current contact information for the advisor closest to you visit our website <https://www.ub-dcea.org/>

**\*\* This information was current as of 8/2017- some information (such as dates for independent status) may change. Please use this as a guide, but double check there have been no major changes. See if we have posted updates on our FB (Facebook.com/dceaub), Twitter (@dcupwardbound) or check out the Federal Student Aid website (**[**https://studentaid.ed.gov/sa/**](https://studentaid.ed.gov/sa/)**) \*\***