

Financial Aid Important FAQ's

Different Types of Financial Aid

What are the different types of financial aid?

A variety of financial aid sources are available to help you pay for college and some of these resources include Federal Grants, Federal Work Study, Federal Direct Loans, and scholarships.

For more information on the different types of aid please visit

<https://studentaid.gov/understand-aid/types>

Applying for Financial Aid

How do I apply for FAFSA and TAP?

To apply for both FAFSA and TAP, follow the instructions here

http://www.citytech.cuny.edu/financial-aid/docs/FinancialAid_Application_Help.pdf

How do I apply for Scholarships?

There are a variety of scholarships available to students. Please search

<https://studentaid.gov/understand-aid/types/scholarships> for more information. We also have a scholarship and residency office here

<http://www.citytech.cuny.edu/scholarships/scholarships.aspx>

How do I enroll in a payment plan?

Please visit <http://www.citytech.cuny.edu/bursar/resources.aspx> for more information on how you can enroll in the Nelnet Tuition Payment Plan

Do I have to apply for financial aid every year?

Yes. The FAFSA is available every October 1st of the academic year. City Tech has an early priority deadline of March 31st.

Viewing your Financial Aid

How do I receive my financial aid and pay my bill?

You may check your "Pending Aid" in CUNYFirst. For more information on how to View your Award on CUNYFirst please review [http://www.citytech.cuny.edu/financial-aid/docs/announcements/Guide to CUNYFirst%202020_FINAL.pdf](http://www.citytech.cuny.edu/financial-aid/docs/announcements/Guide_to_CUNYFirst%202020_FINAL.pdf)

Why hasn't my financial aid been applied to my bill?

You may have one or more outstanding requirements on your "To Do" list on CUNYFirst. Please visit [http://www.citytech.cuny.edu/financial-aid/docs/announcements/Guide to CUNYFirst%202020_FINAL.pdf](http://www.citytech.cuny.edu/financial-aid/docs/announcements/Guide_to_CUNYFirst%202020_FINAL.pdf) and read the section on Viewing your "To Do" list and submit your documentation.

Where is my TAP?

You may check the status of your TAP on Cunyfirst. Your TAP is only approved once it goes from “Estimated” to “Initiated”. If you still encounter that your TAP reflects “estimated” please ensure you have the correct school code on your TAP application. The TAP school code is 1405. If you have further questions about TAP please reach out to TAPinfo@citytech.cuny.edu

What is verification?

Once you submit your FAFSA you may or may not be selected for a process called verification. It is a random process where 1 out of every 3 students are selected to be verified. It is a process your school uses to confirm the data you reported on your FAFSA is accurate. If you’re selected for verification, your school will request additional documentation that supports the information you reported. It is important you follow up with our office with the appropriate documentation.

Refunds

Will I receive a financial aid refund?

You are only eligible for a refund if you have enough financial aid to cover your full tuition and fees and have left over funds remaining.

What is the difference between a disbursement and a financial aid refund

A disbursement is when your financial aid is transferred to Student Financial Services to pay your bill. A refund is any aid that exceeds your bill and is released to you.

Submitting Documentation

How do I submit my documentation for verification?

You can either submit your documentation through [Filenet](#) or you can use [Dynamic Forms](#)

How long will it take to review my documentation and process it?

Due to a large volume of documentation the turnaround time to review and process documentation is 6-8 weeks.

Direct Loans

How do I apply for a Direct Loan?

Please follow the directions here http://www.citytech.cuny.edu/financial-aid/docs/announcements/20-21_direct_loan_process.pdf on how to apply for a Federal Direct Loan

How do I cancel or reduce my Federal Loan?

You will need to submit a change of status form located here

http://www.citytech.cuny.edu/financial-aid/docs/forms/2020-21/20-21_status_change_form.pdf . Once complete you may upload it on CunyFirst by following the [Upload Instructions](#)

I currently have a loan with another school, how can I defer it?

You will need to file an in-school deferment form. Please reach out to the office of Registrar for more information.

On Dec. 4, 2020, the secretary of education extended the emergency relief measures for ED-held student loans until Jan. 31, 2021.

How many credits do I need to take in order to apply for a Direct Loan?

You will need to take a minimum of 6 credits

Special Circumstance Appeal

What is considered a special circumstance appeal?

During the academic year, you and your family may experience a change in your financial situation, or you and your family may have unusual circumstances that have resulted in a reduction of your or your family's income that is considerably less than what was reported on the FAFSA. If so, you are encouraged to apply for an Income Adjustment.

The 2020-2021 FAFSA requests 2018 income information, but my current income is much different based on a current reduction or loss of employment. How should I complete this information?

For more information on a special circumstance please go to

<http://www.citytech.cuny.edu/financial-aid/circumstances.aspx> once done you can complete the instructions located here http://www.citytech.cuny.edu/financial-aid/docs/announcements/COVID_special_circumstance_appeal_Sp2021.pdf

Which parent fills out the FAFSA if my parents are divorced or separated?

You will need to use the parent for whom has supported you for all of the 2019 academic year and who you currently reside with.

Withdrawing from Classes

Will my financial aid be affected if I withdraw from a class or all of my classes?

There are situations where withdrawing from classes can impact your financial aid. Please make sure you speak to a representative if you have questions pertaining to withdrawing from classes.

Contact Us

Is the office open? How can I get in touch with a representative?

Due to COVID-19 the office is currently closed for in person visits. We are available via ZOOM business hours and email. Please refer to our website for ZOOM business hours here

<http://www.citytech.cuny.edu/financial-aid/> . We are also responding to emails however due to high volume, there is a turnaround time of 3 weeks to reply to email. We encourage you to visit us on ZOOM