



**APTS
(AID FOR PART-TIME STUDY)**

HOW DO I APPLY?

Applying for APTS is an annual process. First, you must complete the Free Application for Federal Student Aid on the Web (FOTW) at www.studentaid.gov. After completing the FOTW, click on “Optional Feature- Start your state application” located on the FAFSA Confirmation page, to link to the New York State’s TAP-On- The- Web (TOTW) application.

After the two forms are completed on the web, you will need to complete a CUNY Financial Aid Supplement online by following the steps below:

1. Log into your “**CUNYFIRST**”
2. Select **Student Center**
3. Select **Financial Aid**
4. Select “**Supplement Form**” under **FINANCIAL AID SUMMARY**
5. Type in **NYT01** for **Institution** and for **Aid Year** type in **2023** Select **OK**
6. After answering questions, select the white box affirming information is accurate
7. Select **SAVE** to Complete the form

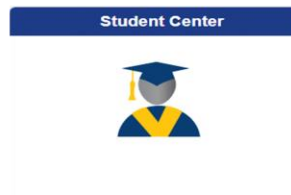
It is recommended that you complete all forms no later than September 29th for Fall 2022 and February 14th for Spring 2023.



STEP 1



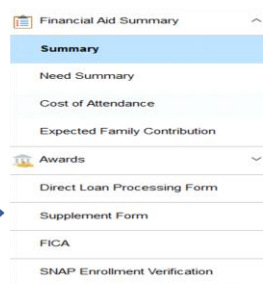
STEP 2



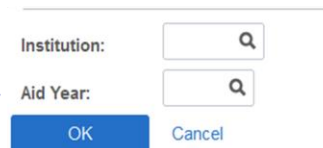
STEP 3



STEP 4



STEP 5



STEP 6



STEP 7

