



NEW YORK CITY COLLEGE OF TECHNOLOGY

THE CITY UNIVERSITY OF NEW YORK

300 JAY STREET, BROOKLYN, NY 11201-1909

OFFICE OF FINANCIAL AID

Namm G-13

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First-time Applicants: Did Not File 2023-2024 FAFSA

HOW TO APPLY FOR FINANCIAL AID: 2023-2024 AWARD YEAR (SUMMER 2023, FALL 2023, SPRING 2024)

STEP ONE: ACCESS 2023-2024 the *Free Application for Federal Student Aid* (FAFSA) at fafsa.gov

- Use your Federal Student Aid Identification (FSA ID) to complete and sign your FAFSA
- One parent (dependent students) should use his/her FSA ID to sign the FAFSA
- You must sign and mail the "Signature Page" if you or your parent do not use your FSA ID
- Use 2021 income tax return or other income information
- Use the IRS Data Retrieval Tool to transfer your tax return information directly to your FAFSA
- **City Tech Federal College Code: 002696**
- **Print a copy of your FAFSA and the Confirmation Page**

STEP TWO: FILE YOUR New York State TAP and Other NYS Aid

- Use the OPTIONAL FEATURE LINK on your FAFSA "Submission Page"
- Use 2021 income information and NYS tax return (tax filers)
- Go to the Higher Education Services (HESC) Website: www.hesc.ny.gov if you did not complete the TAP application using the FAFS link. You would have to wait until after your FAFSA is processed
- Undocumented students may apply for NYS grants and scholarships at: www.hesc.ny.gov/dream/
- **City Tech's TAP College Code: 1405**

STEP THREE: FILE YOUR CUNY SUPPLEMENT APPLICATION ON CUNYfirst

File the CUNY Supplement Form if you want to be considered for NYS Aid for Part-time Study (APTS)

- Log onto CUNYfirst at: <https://home.cunyfirst.cuny.edu>
- Select "Self Service" from the left menu
- Click on the "Student Center" link
- Under the "Finances" section, click on "Supplement Form"
- Select "NYT01" for "Institution"
- Select "2023" for "Aid Year"
- Click "OK"
- Answer all the questions on the form and click "Submit"

PLEASE NOTE: The CUNY Supplement form will not be available on CUNYfirst until March 2023.

STEP FOUR: RESPONSES TO YOUR APPLICATIONS

- If you provide your e-mail address on your FAFSA, you will receive an electronic response; if you do not provide a valid email address, you will receive a response by postal mail
- If you do not receive a response within three weeks after filing your FAFSA, go to fafsa.gov or call 1.800.433.3243
- If you do not hear from HESC within three weeks of receiving your FAFSA response, go to www.hesc.ny.gov or call 1.888.697.4372

Alternative Process

- Electronic filing is the preferred way for City Tech students to apply for financial aid. If you wish, you may complete and mail a paper FAFSA. Download a paper FAFSA from: <http://www.fafsa.gov/options.htm>