



Important Checklist Regarding Applying for Financial Aid

Tompkins Cortland Community College | 170 North Street | P.O. Box 139 | Dryden, NY 13053-0139

DATE COMPLETED

- _____ **Create a FSA ID** at <https://fsaid.ed.gov/npas/index.htm> for yourself, and if you are a dependent student, your Parent needs to apply for a separate FSA ID as well.
- _____ **Complete the FAFSA** (Free Application for Federal Student Aid) online at www.fafsa.ed.gov. School code 006788
- _____ **Complete the NYS TAP** (Tuition Assistance Program) application at www.hesc.ny.gov for New York State residents. School code: 2260
- _____ **Respond to any missing information letters** you may receive and return all documents to the Financial aid Office as soon as possible. Questions? Contact Financial Aid Office 1-607-844-6580 or email aid@tompkinscortland.edu

Once your student has been accepted a MyTC3 account will be assigned to them - use this account to check on the status of your Financial Aid, as well as, to check on any missing information the Financial Aid office will need to complete your aid.

Other important items to complete. Be sure to turn in to the appropriate office

- _____ **Submit a final High School Transcript to the Admissions Office.** Your accepted admissions decision will be withdrawn if this is not received. Questions? Contact Admissions 1-607-844-6580 or email admissions@tompkinscortland.edu.
- _____ **Submit a Certificate of Residency to Room 101** All New York State residents must submit this certificate from their home county. You can download an application at www.tc3.edu. Otherwise, tuition charges are double if you do not turn this certificate in. Questions? Contact Registration and Billing at 1-607-844-6580 or email regbilling@tompkinscortland.edu
- _____ **Submit proof of immunizations to the Health Center in Room 118A.** If not turned in you will be withdrawn from your classes and will not be admitted to campus housing. Questions? Contact Health Services 1-607-844-6533
- _____ **Keep your local address current.** To insure that your checks go to the correct address, go to your MyTC3 account to update it. Questions? Contact Registration and Billing 1-607-844-6580 or email regbilling@tompkinscortland.edu

Check your MyTC3 email account for important financial aid information regularly.