

# Sheridan Technical College

## 2022-2023 Apply for Financial Aid



Welcome to Sheridan Technical College! Applying for financial aid is **optional**. Review this document in its entirety to ensure you are familiar with STC's financial aid process. We encourage you to also review the [Community Resource List](#) for agencies that provide financial assistance for post-secondary education. Delays in completing the FAFSA may affect your ability to register on time. This step can be completed simultaneously with the admissions process.

### How to Apply for Financial Aid

#### 1. Create an FSA ID

Create an FSA ID at [fsaid.ed.gov](https://fsaid.ed.gov). For assistance with your FSA ID, please contact 1.800.557.7394.

#### 2. Complete the FAFSA Application

Complete and submit the 2022-23 FAFSA application online at [fafsa.gov](https://fafsa.gov). STC's school code is **009902**. For assistance contact USDOE's Help Desk at 1.800.433.3243.

#### 3. Submit the Workforce Education Registration Application

Although the financial aid process can be completed independent of the admission process, pertinent information must be provided to STC before moving to step 4. If you have not already done so, complete the [Workforce Education Registration Application](#) and submit it to the Office of Student Affairs. **The registration application must have a valid email address, street address and Social Security number to initiate the verification portal in step 4.**

#### 4. Activate Broward County Public Schools (BCPS) Verification Portal

After submitting the FAFSA, please allow 7-10 school days to receive email instructions on how to activate your Broward County Public Schools (BCPS) Verification Portal. The email will come from [STC\\_finaid@browardschools.com](mailto:STC_finaid@browardschools.com), so be sure to check your spam or junk folder.

#### 5. Complete Required Tasks via BCPS Verification Portal

Once your verification portal is activated, log-in and select the "Get Started" button. Follow the prompts to complete required forms and upload supporting documents. Scan print documents with a desktop or phone app scanner. Once your outstanding tasks are 100% completed, the financial aid office will review your file. If approved, you will receive a financial aid notification. Document changes or additional information may be required. For instructions on accessing the BCPS Verification Portal and sample scanner app resources, visit [www.sheridantechnicalcollege.edu/financial-aid](http://www.sheridantechnicalcollege.edu/financial-aid) and select the button titled "BCPS Verification Portal Instructions".

### Contacts by Program

**Sabine Baur** • [Sabine.Baur@browardschools.com](mailto:Sabine.Baur@browardschools.com) • 754.321.5506

Electrocardiograph Technician - Medical Assisting - Medical Coder/Biller ATD - Patient Care Assistant - Patient Care Technician - Pharmacy Technician ATD - Phlebotomy - Practical Nursing - Surgical Technology

Commercial Class "B" Driving - Commercial Vehicle Driving - Diesel Maintenance Technician

**Esther Cormier** • [Esther.Cormier@browardschools.com](mailto:Esther.Cormier@browardschools.com) • 754.321.5564

Barbering - Cosmetology - Early Childhood Education - Facials Specialty - Professional Culinary Arts & Hospitality

Accounting Operations - Administrative Office Specialist - Business Management & Analysis - Computer Systems & Information Tech. - Legal Administrative Specialist - Medical Administrative Specialist - Network Support Services - Network Systems Administration - Web Development

**April Norris** • [April.Norris@browardschools.com](mailto:April.Norris@browardschools.com) • 754.321.5558

Adv. Auto: Audi/GM/Ford/MCAP/Nissan-Infiniti - Automotive Collision Technology Tech. - Auto. Maintenance & Light Repair - Automotive Service Technology

Building Trades & Construction Design Tech. - Electricity - Heating, Ventilation, Air-Cond./Refrigeration - Plumbing

## Things to Remember

1. Link your taxes.
2. Provide official high school / GED transcript.

## Financial Aid Checklist

### STUDENT NEEDS TO PROVIDE THE FOLLOWING TO THE OFFICE OF FINANCIAL AID

- 2020 IRS Tax Return Transcript for student and spouse or student and parent(s) if you did not link your taxes *(Request the "Return Transcript" and NOT the "Account Transcript." The transcript is generally received within 10 business days from the IRS's receipt of the mail, telephone or paper request.)*
- 2020 Verification of Nonfiling & Wage and Income Statement for student and spouse or student and parent (s) **if you did not file taxes**
- Official High School Transcript or Homeschool Transcript (if applicable)
- Official General Equivalency Diploma (GED)<sup>®</sup> Transcript (**obtain at [ged.com](http://ged.com)**)
- Foreign Diploma, evaluation done by a School Board of Broward County, FL approved agency
- Proof of Name Change, if applicable
- Any other documentation that may be necessary to complete verification or resolve any conflicting data in a student's file such as child support received/paid, SNAP benefits, proof of marital separation, household members, etc.

## Tax Filers

**IRS Tax Return Transcript:** All tax filers must provide an official 2020 Tax Return Transcript from the IRS. A 2020 IRS Tax Return Transcript may be obtained through: **\*Online Request** - Go to [www.irs.gov](http://www.irs.gov), click "Get Your Tax Record", click "Get Transcript ONLINE"; **\*Automated Telephone Request** - call 1-800-908-9946; **\*Mail** - Go to [www.irs.gov](http://www.irs.gov), "Get Your Tax Record", click "Get Transcript by Mail"; or **\*Paper Request Form** - complete IRS Form 4506T-EZ or IRS Form 4506-T and mail to the IRS.

**Identity Theft Victims:** An individual who was the victim of IRS tax-related identity theft must provide:

- A Tax Return DataBase View (TRDBV) transcript obtained from the IRS, or if unable to obtain a TRDBV, an equivalent document provided by the IRS or a copy of the signed 2020 income tax return and applicable schedules the individual filed with the IRS; **and**
- A statement signed and dated by the tax filer indicating that he or she was a victim of IRS tax-related identity theft and that the IRS is aware of the tax-related identity theft.

**Amended Returns:** An individual who filed an amended IRS income tax return for tax year 2020 must provide a signed copy of the 2020 IRS Form 1040X, "Amended U.S. Individual Income Tax Return," that was filed with the IRS or documentation from the IRS that include the change(s) made by the IRS, in addition to one of the following:

- IRS DRT information on an ISIR record with all tax information from the original tax return;
- A 2020 IRS Tax Return Transcript (that will only include information from the original tax return and does not have to be signed), or any other IRS tax transcript(s) that includes all of the income and tax information required to be verified; or
- A signed copy of the 2020 IRS Form 1040 and the applicable schedules that were filed with the IRS.

## Non-Tax Filers

**IRS Non Tax Filer:** Students/Parents must provide documentation from the IRS or other relevant tax authority **dated on or after October 1, 2020** that indicates a 2020 IRS income tax return was not filed with the IRS or other relevant tax authority. You may complete a 4506-T and request a **2020 Verification of Nonfiling Letter (Box 7) AND Wage and Income Transcript (Box 8)** or contact the IRS at 1-800-829-1040 to request the required documentation.

## Additional Resources

FAFSA	FSA ID	IRS
<a href="http://www.studentaid.gov">www.studentaid.gov</a> 1-800-4-FED-AID (1-800-433-3243) 1-800-730-8913 TTY	<a href="http://fsaid.ed.gov">fsaid.ed.gov</a> 1.800.557.7394	<a href="http://www.irs.gov">www.irs.gov</a> Transcript order line: 1.800.908.9946 IRS main number: 1.800.829.1040 Identify Theft: 1.800.908.4490

<b>How to Fill Out the FAFSA</b>	<b>How to Create an FSAID</b>	<b>FAFSA Tips for Parents</b>	<b>Determine Dependency</b>
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