

The Free Application for Federal Student Aid (FAFSA) is used to apply for federal, state and college-based financial aid. You should file a FAFSA beginning October 1, 2019 but no later than NJIT'S February 15, 2020. **You and/or your parents will need to use 2018 tax return to file the FAFSA. You may be able to transfer your federal tax return info into your FAFSA using the IRS Data Retrieval Tool.**

## What you will need:

- Your Social Security number
- Your Alien Registration Number (if you are not a U.S. citizen)
- You and your parent's (if applicable) 2016 federal income tax returns, W-2s, and other records of money earned.
- Bank statements and records of investments (if applicable)
- Records of untaxed income (if applicable)
- A Federal Student Aid User ID and password to sign electronically.

If you are a dependent student, you will also need most of the above information for your parents.

### How long will it take?

Initial Application:

**30 minutes**

Renewal Application:

**20 minutes**

FAFSA Corrections:

**10 minutes**

## Are you dependent or independent?

If you answer "Yes" to any question below, you are considered an independent student.

- Were you born before January 1, 1997?
- Are you married?
- At the beginning of the 2020–2021 school year, will you be working on a master's or doctoral program (such as an MA, MBA, MD, JD, PhD, EdD, or graduate certificate, etc.)?
- Are you on active duty in the U.S. Armed Forces for purposes other than training?
- Are you a veteran of the U.S. Armed Forces?
- Do you have or will you have children who will receive more than half of their support from you through June 30, 2021?
- Do you have dependents (other than your children or spouse) who live with you and who will receive more than half of their support from you now and through June 30, 2021?
- At any time since you turned age 13, were both your parents deceased, were you in foster care or were you a dependent or ward of the court?
- Have you been placed in a legal guardianship by a court in your state of legal residence?
- At any time after July 1, 2019, did your high school or school district homeless liaison determine that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless?
- At any time after July 1, 2019, did the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development determine that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless?
- At any time on or after July 1, 2019, did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless?

# IRS Data Retrieval Tool

You now use prior-prior tax year information for filing the FAFSA. You will use 2018 income and tax information for the 2020–2021 FAFSA.

Using the IRS Data Retrieval Tool allows you to transfer your tax information directly into the FAFSA. However, some applicants are ineligible to use the IRS Data Retrieval Tool after the FAFSA screening questions, and therefore, must request a tax transcript from the IRS.

## IRS Data Retrieval Process

### What is needed?

- Student's Social Security number and date of birth
- FSA ID and passwords for both student and parent (if applicable)
- Copy of students and parent's income taxes / W-2s

1. When entering income information on the FAFSA, chose "Already Completed" as your income tax filing status.
2. Answer the filtering questions to determine if you are eligible to use the IRS Data Retrieval Tool.
3. If eligible, you and or your parent will be asked to enter his/her FSA ID and password before linking to the IRS website.
4. Follow the onscreen instructions to complete the process. After the IRS has validated your identification, your IRS tax information will display. You can transfer your information from the IRS site onto your FAFSA application. You will know that your federal tax return information has been successfully transferred because the words "Transferred from the IRS" will display in place of the IRS information in your FAFSA form.

**Note: Be sure to enter your address exactly as it appears on tax return.**

5. Once the data retrieval is complete, check each field for accuracy and complete any questions requiring information not transferred from the IRS. **Note: Do not change any data transferred from the IRS.**
6. Submit your FAFSA.

### New Jersey Tuition Aid Grant & FAFSA Deadlines

- The New Jersey Higher Education Student Assistance Authority (HESAA) determines student's eligibility for the Tuition Aid Grant (TAG). The FAFSA filing deadline for renewal students is June 1, 2020. For all HESAA deadlines please visit <http://www.hesaa.org/Pages/StateApplicationDeadlines.aspx>
- Make sure you have access to your NJFAMS account online at <https://njfams.hesaa.org/> If you have any login issues please contact NJFAMS online at <http://www.hesaa.org/Pages/TechnicalHelp>.