

## HOW TO APPLY FOR FINANCIAL AID ONLINE

\*FAFSA provides only an estimate of your eligibility\*

### To complete the Free Application for Federal Student Aid (FAFSA):

- 1) Go to: [www.fafsa.gov](http://www.fafsa.gov).
- 2) Create a FSA ID \*this is required to complete an application\*  
[www.studentaid.ed.gov/sa/fafsa/filling-out/fsaid](http://www.studentaid.ed.gov/sa/fafsa/filling-out/fsaid)

### Time-saving tips:

ENTER THE BATES **SCHOOL CODE 012259**  
SELECT THE **DATA RETRIEVAL TOOL** OPTION (DRT)

### What to expect:

- 1) Department of Education will notify you of your electronic submission.
- 2) It can take up to two weeks for Bates Technical College to receive your student information.
- 3) During this period, it is recommended that **ALL STUDENTS ATTEND AN INFORMATION SESSION**: Please **contact Advising**: 253.680.7002 or visit [www.bates.ctc.edu/InformationSessions](http://www.bates.ctc.edu/InformationSessions).
- 4) When your information has been received from the Department of Education, Financial Aid will begin accepting documents:
  - \*you will be notified of this via **EMAIL** and through the **STUDENT PORTAL**, [www.bates.ctc.edu/FAPortal](http://www.bates.ctc.edu/FAPortal).
  - \*during this process, you may be requested to provide additional documentation that can be downloaded at [www.bates.ctc.edu/FinancialAid/forms](http://www.bates.ctc.edu/FinancialAid/forms).
  - \***APPLYING FOR LOANS** requires a **SEPARATE APPLICATION**.

### FINANCIAL AID QUARTERLY PRIORITY PROCESSING DEADLINES:

**FALL 2018: JUNE 4<sup>th</sup>**      **WINTER 2018: OCT. 15<sup>th</sup>**      **SPRING 2019: JAN 14<sup>th</sup>**      **SUMMER 2019: APRIL 15<sup>th</sup>**

### QUARTERLY LOAN APPLICATION PROCESSING DEADLINES:

**FALL 2018: OCTOBER 15<sup>th</sup>**      **WINTER 2019: JANUARY 14<sup>th</sup>**      **SPRING 2019: APRIL 8<sup>th</sup>**      **SUMMER 2019: JULY 1<sup>st</sup>**

- 5) It is strongly encouraged that **ALL STUDENTS** regularly check the **STUDENT PORTAL** for any updates and additional required documents requested: [www.bates.ctc.edu/FAPortal](http://www.bates.ctc.edu/FAPortal).
- 6) If you have any question please contact financial aid during normal office hours or online at [www.Financial-aid@bates.ctc.edu](mailto:www.Financial-aid@bates.ctc.edu).

**MAIN OFFICE HOURS:** Mon.-Thu. 8 a.m.-4:30 p.m. and Fri. 8 a.m.-Noon

**SOUTH CAMPUS OFFICE HOURS:** Thu. 1:30 p.m. - 5:00 p.m.

**VA SOUTH CAMPUS OFFICE HOURS:** 1<sup>ST</sup> Thursday of every month 8 a.m. - Noon

### OFFICE LOCATION:

**MAIN CAMPUS**  
1101 S. Yakima Ave  
Tacoma, WA 98405  
253.680.7020

**SOUTH CAMPUS**  
2201 S. 78<sup>th</sup> St.  
Tacoma, WA 98409  
253.680.7529

ACCESS THE STUDENT FINANCIAL AID PORTAL FROM HOME at [www.bates.ctc.edu/FAPortal](http://www.bates.ctc.edu/FAPortal).

