

FACTS Financial Aid Management

FACTS makes quality education for families by assisting schools in awarding financial aid. We work with schools to create a custom application and collect financial data so schools can make accurate award decisions based on financial need.

To apply for financial aid, visit online.factsmgt.com/aid. https://online.factsmgt.com/grant-aid/inst/3GCQ6/landing-page

After completing the online application, you must provide all required supporting documentation. You may simplify and streamline the tax return submission process by using the IRS Integration feature.

IRS Integration process:

This feature is useful for applicants who meet specific eligibility criteria, such as joint filers and are applying for upcoming academic terms. Before using this feature, applicants must ensure they have an IRS.gov account, US address, and verify their personal details match their IRS profile.

How it works:

IRS Integration allows FACTS to request your information directly from the IRS. This eliminates the need to upload your tax document and speeds up the verification process.

To enable IRS integration, FACTS will submit a Transcript Information Authorization (TIA) request to the IRS. You will need to log into your IRS.gov account and approve the request. Once approved, the requested information will be sent to FACTS.

IRS integration is currently available for 1040 forms. If your application requires W-2 or other tax documents, they will need to be uploaded directly. If you just filed your taxes, it takes approximately two weeks before your information is available.

The following supporting documents are required to complete the application process:

- **IRS Federal Tax Return**, including all supporting schedules (the year of the tax return depends on the tax requirements of your school). If the applicant and co-applicant file separately, we require both tax returns for the same tax year.

- Copies of **all the current year W-2 Wage and Tax Statements** for both the applicant and co-applicant.

Note: If you are applying before you have received all the current year W-2 Wage and Tax Statements, please submit them as soon as they become available.

Note: Award decisions are made by the institution providing the financial aid, not FACTS.

- Copies of all supporting tax documents if you have business income/loss from any of the following:
  - **Business** - send Schedule C or C-EZ and Form 4562 Depreciation and Amortization
  - **Farm** - send Schedule F and Form 4562 Depreciation and Amortization
  - **Rental Property** - send Schedule E (page 1)
  - **S-Corporation** - send Schedule E (page 2), Form 11205 (5 pages), Schedule K-1 and Form 8825
  - **Partnership** - send Schedule E (page 2), Form 1065 (5 pages), Schedule K-1 and Form 8825
  - **Estates and Trusts** - send Schedule E (page 2), Form 1041 and Schedule K-1

Important: If you file a tax return but do not have W-2 wages because you are self-employed, you will be required to submit a copy of your current year Federal Form 1040 Tax Return.

- Copies of all supporting documentation for household Non-Taxable income such as Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and Temporary Assistance for Needy Families (TANF). If you do not file a tax return, you are required to provide documentation of all income received.

All documentation received is imaged upon receipt and then destroyed.

You may log in to your FACTS users account to review the status of your application. **Please allow 2 weeks processing time before inquiring further about receipt and/or status of the uploaded documents.** Application deadlines are set by the institution awarding the aid. If you are applying after the deadline, contact your school to ensure that your application will be accepted.

A non-refundable application fee may be required before your application will be submitted.

Note: Award decisions are made by the institution providing the financial aid, not FACTS.

SSAE 18 AUDITED
PCI DSS Level 1 VALIDATED