

2017-18 APPLICATION CHECKLIST

Student Responsibilities for State Scholarship and Grant Program Applicants

Print this checklist and keep track of your application process.

This is for your records only.

- Submit Application** – Students must submit a completed 2017-18 Florida Financial Aid Application (FFAA) to the Office of Student Financial Assistance (OSFA) to be considered for state scholarships and grants. Submit **one application** for consideration for the following programs:

Program	Deadline
<input type="checkbox"/> Florida Bright Futures Scholarship Program	August 31, 2017
<input type="checkbox"/> Rosewood Family Scholarship	April 1, 2017
<input type="checkbox"/> José Martí Scholarship Challenge Grant	April 1, 2017
<input type="checkbox"/> Scholarships for Children and Spouses of Deceased or Disabled Veterans	April 1, 2017

- Contact the financial aid office at the institution you plan to attend regarding your potential eligibility for additional state financial assistance programs.
- Keep all information – Print a copy of the application and the Saved Results page** and keep a record of all information sent to and from OSFA.
- Manage your Account – Use it and Be Responsible for your state financial aid!** Access your account using your login credentials after you apply. Your login credentials will be displayed on your Saved Results page and in an e-mail after submitting a completed application. Go online to <http://www.FloridaStudentFinancialAid.org/SSFAD/home/uamain.htm> and select Applications and Updates, then Login Here. If you do not remember your login credentials, utilize the links available on the login screen.
- Receive Official Notifications – Only "Application Received" FFAA notifications will be sent via e-mail or hardcopy.** Thereafter, all notifications (including FFAA award notifications) will be available using your assigned login credentials to login to your Financial Aid Recipient History screen. Section VII: Correspondence History provides users with the ability to retrieve a PDF copy of the notification which may be printed.

To access your Financial Aid Recipient History screen, you may go online to <http://www.FloridaStudentFinancialAid.org/SSFAD/home/uamain.htm> and select “View Student Financial Aid History” under “Applicant Quick Links.”

- Review Your Application Status and Certifications** – Review certifications and application status frequently to ensure that certifications are complete by program deadlines. To access your status page, visit <http://www.FloridaStudentFinancialAid.org/SSFAD/home/uamain.htm> and select “Check My Status” under “Applicant Quick Links.”
- Update Information** – Keep your e-mail and postal mail addresses, telephone numbers, as well as the postsecondary institution you plan to attend updated.
- Watch for a Bright Futures Award or Denial Notification** – Following official evaluation of your high school transcripts for program eligibility, a Bright Futures award or denial notification will be posted to your Financial Aid Recipient History screen.

Official award notification comes from OSFA, not high schools or postsecondary institutions.

- Watch for award or denial notifications from other state scholarships and grants.** In June, notifications will be posted to your Financial Aid Recipient History screen for:
 - José Martí Scholarship Challenge Grant
 - Rosewood Family Scholarship
 - Scholarships for Children and Spouses of Deceased or Disabled Veterans
- Get your money! Check with your postsecondary institution's financial aid office** – All funds are sent directly to eligible Florida postsecondary institutions. Each postsecondary institution has its own disbursement process. Check with your institution to find out when and how you will receive your scholarship and grant funds.