



# DELAWARE COUNTY TECHNICAL SCHOOLS

**PRACTICAL NURSING PROGRAM**  
**DCIU Marple Education Center**  
**85 N. Malin Road**  
**Broomall, PA 19008**  
**484-423-7003**  
**Fax 484-424-0411**



Dear Student:

The Financial Aid Office is eager to assist you in achieving your educational goals. Financial aid is the assistance available to help students pay for their educational costs. Financial aid may be offered in the form of grants and/or loans and is funded by the federal government. All students are encouraged to apply for financial aid.

The basic eligibility requirements for receiving federal student aid include:

- Student must be a U.S. citizen or eligible noncitizen
- Student must be enrolled or accepted for enrollment at Delaware County Technical School, Practical Nursing Program
- Student must be enrolled at least as a half-time student
- Student must maintain Satisfactory Academic Progress

To apply for financial aid, please complete the steps listed below:

**Step 1.** Before you begin the FAFSA, you should create a **FSA ID** (if you already have a FSA ID, you can skip this step). This can be done online at <https://fsaid.ed.gov>. The FSA ID allows users to electronically access personal information on Federal Student Aid websites. Your FSA ID will also serve as your legal signature. If you are a dependent student, your parent will need their own FSA ID so they can sign your FAFSA.

**Step 2.** Complete the 2019-2020 **Free Application for Federal Student Aid (FAFSA)** online at <https://fafsa.ed.gov>. A great feature of the online FAFSA is the ability to use the IRS Data Retrieval Tool. The IRS Data Retrieval system quickly links your FAFSA to your previously filed 2017 federal tax information. Our office highly recommends that you use the IRS Data Retrieval Tool to import your tax information as it will minimize the additional documents that our office might request. When completing the FAFSA, you must enter our federal school code (031284) to ensure that your FAFSA information is released electronically to the Financial Aid Office.

**Step 3.** To borrow a **Federal Direct Loan** to assist with your educational costs, you must complete the Loan Agreement for a Subsidized/Unsubsidized Loan (MPN) for undergraduate students online at <https://studentloans.gov>. Your assigned FSA ID is required. The Master Promissory Note (MPN) is the legally binding document that explains the terms and conditions of the loan.

**Step 4.** All Federal Direct Loan borrowers must also complete an **Entrance Counseling** session for undergraduate students online at <https://studentloans.gov>. Your assigned FSA ID is required. Entrance Counseling is a requirement of the U.S. Department of Education and will inform you of your rights and responsibilities as a student loan borrower.

Once you complete the FAFSA, your application may be selected for verification by the U.S. Department of Education. Verification is the process in which documentation is collected by the Financial Aid Office and is used to verify the accuracy of the information you provided on the FAFSA. If you are selected for verification, the Financial Aid Office will notify you by email and attach a Verification Worksheet. You will have 14 days to return the requested verification paperwork. If you do not plan to apply for financial aid, please contact me via email so I can update your file. If you have any additional questions concerning the financial aid process, please feel free to contact me at [Jgrover@dciu.org](mailto:Jgrover@dciu.org).

Sincerely,

Jeanne Cavalieri-Grover  
Financial Aid Consultant