1. Fill Out a FAFSA (Free Application for Federal Student Aid)
   ✓ Our school code: 003222
   ✓ Create an FSA ID at https://fsaid.ed.gov/npas/index.htm
   ✓ Visit www.fafsa.ed.gov to fill out a FAFSA

2. Wait for Notification from UCC
   ✓ Notifications are sent to student email accounts once the FAFSA has been received, requesting students to check their Student Self Service for requirements.

3. Log In to Student Self Service
   ✓ Visit www.umpqua.edu
   ✓ Select Student Self Service.
   ✓ Sign in using the Student ID number issued by UCC.
   ✓ Select Financial Aid
   ✓ Select Eligibility to learn what documents must be provided to the Financial Aid Office in order for an award to be processed.

4. Turn in Your Required Documents
   ✓ Satisfy requirements prior to payment deadline.
   ✓ Payment arrangements will need to be made if requirements are not met.
   ✓ Continue to check for requirements.
   ✓ Awarding process can take 8-12 weeks, or up to 16 weeks, during peak times.

5. A Financial Aid Specialist Will Review Files
   ✓ Additional information may be requested - Watch for student requirements.
   ✓ If corrections are made, confirmation may take up to 5 business days to process.

6. Award Process (If Eligible)
   ✓ Students will be notified through their Student Email.
   ✓ Read the notification carefully and follow the instructions.