



# FACTS Grant & Aid Assessment

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/aid).**

After completing the online application, you will need to upload all required supporting documentation.

**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.

- 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.