

4 Simple Steps to Financial Aid CA Dream Act Application



1

Student completes a new or renewal 2015-2016 CA Dream Act Application at <https://dream.csac.ca.gov>

- ✦ Students must list San Bernardino Valley College in the “College Selection” section of the application. (College Code: 001272)
 - Dependent students must have their parents sign their CA Dream Act Application.
- ✦ Students new to SBVC, must also complete an Application for Admission to San Bernardino Valley College. Go to the Admissions and Records Office website at <http://www.valleycollege.edu>.
 - In addition to completing an admission application, undocumented students that meet CA AB540 requirements must complete and submit to the Admissions and Records Office, a California Nonresident Tuition Exemption
 - When completing the Application for Admission to San Bernardino Valley College, it is imperative that you select a program of study to qualify for financial aid funds.
- ✦ It is strongly recommend that the 2014 federal income tax return(s) be filed early, if possible before completing your CA Dream Act Application
- ✦ After the CA Dream Act Application is submitted a “Cal-Student Aid Report” (CalSAR) will be mailed to the address provided on the CA Dream Act Application. Make sure to carefully read “Section 1- Action Needed” of the Confirmation Tab. It will indicate any corrections that must be made by you.
 - The application confirmation page will state your CSAC ID number in red – write it down immediately and keep in a safe place.
- ✦ You will want to create a “Web Grants for Students” account at <https://mygrantinfo.csac.ca.gov/logon.asp> to view the status of your Cal Grant award, if awarded.

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Check your student email account and/or WebAdvisor (My FA Documents) for any required documents that may need to be submitted to the Financial Aid Office.

- ✦ Completed CA Dream Act Application is received from CSAC within 7-10 days.
- ✦ San Bernardino Valley College will notify you once your CalSAR is received and if additional documents are required to determine your financial aid eligibility. Please review your CalSAR, provided from CSAC, for important information related to your application and items needing your attention.
- ✦ If a student is eligible for a California BOG Fee Waiver, it will automatically be awarded once your CA Dream Act Application results are received. To confirm a BOG Fee Waiver has been entered, view your Financial Aid Award Letter on WebAdvisor.

3

Students must submit all required documentation to the SBVC Financial Aid Office as soon as possible.

- ✦ To know what documents must be submitted, login to your student email account or onto WebAdvisor and click the ‘My FA Documents’ link.
- ✦ Most documents can be submitted in the Drop Box outside the office door. Make sure your name and students ID# is clearly written on each document submitted and please, staple all documents together.
- ✦ All student files are processed, in date order, based on the date documentation was received; processing may take a minimum of 10-12 weeks
- ✦ Students will receive an award letter notification email approximately one week prior to funds being available to students via the Wolverine Debit Card or direct deposit.

4

Students must enroll for the Wolverine Debit Card or Direct Deposit

- ✦ On the SBVC Financial Aid web page, click on “What is the Wolverine Card” and follow the steps outlined to register for the Wolverine Card. You also have the ability to select Direct Deposit to your personal bank account.
- ✦ Financial Aid disbursements are issued through the Wolverine Debit Card.
- ✦ **ALERT!** - Selecting Direct Deposit may delay your disbursement by 3-5 business days depending on your personal banking institution policies.

For more information on the Wolverine Card visit: www.valleycollege.edu/wolverinecard

IMPORTANT FACTS ABOUT FINANCIAL AID FOR 2015-2016

- ★ 2015-2016 CA Dream Act Application is available on **January 1, 2015**. Submit the **CA Dream Act Application** online at: <https://dream.csac.ca.gov/> by the priority deadline of **March 2, 2015**.
- ★ Priority filing deadline is **March 2, 2015** for Cal Grant consideration (Applications can be completed after 3/2/15 to be considered for a BOG at a California Community College)
- ★ The SBVC Financial Aid Office will start processing 2015 – 2016 applications as early as **May 1, 2015**.
- ★ To be eligible for all state aid programs student must meet AB540 requirements:
 - The student must have attended a high school (public or private) in California for three or more years.
 - The student must have graduated from a California high school or attained the equivalent prior to the start of the term (for example, passing the GED or California High School Proficiency exam).
 - An alien student who is without lawful immigration status must file an affidavit with the college or university stating that he or she has filed an application to legalize his or her immigration status, or will file an application as soon as he or she is eligible to do so.
- ★ Students are encouraged to register for classes during their registration period. If determined eligible for financial aid, a disbursement to a student's Wolverine Card (or direct deposit) or a refund of enrollment fees paid out of pocket, will be issued at a later date. Financial Aid funds are intended to assist in covering educational expenses; however, they may not cover all associated educational expenses.

HOW TO OBTAIN A CALIFORNIA BOG FEE WAIVER

A BOG Fee Waiver award should appear on your SBVC Financial Aid Award Letter within 7-10 business days after submitting a Dream Act Application online. Once it appears, enrollment fees will automatically be waived when registering for classes. Other state grants will take longer to appear on your Financial Aid Award Letter, as students are processed in the order applications are received. In the event a student is required to submit verification forms or other required documents to determine eligibility, files will be processed based on the date the last required document was submitted to the Financial Aid Office.

FINANCIAL AID COUNTER SERVICE

FULL counter service is offered on Monday through Wednesday. However on Thursday and Friday only the following **limited counter service** is offered:

1. **Document drop off** - Only photo copies can be submitted.
2. **Form pickup** - Most Financial Aid forms can be printed online at www.valleycollege.edu/financial_aid.
3. **General questions** - Only information that is **NOT** specific to your individual file can be given.

****NO STUDENT FILE STATUS CHECKS WILL BE DONE ON LIMITED SERVICE DAYS OR BY PHONE****

Student file status can be seen 24/7 on WebAdvisor by clicking on 'My FA Documents'

Grant award status can be seen 24/7 on WebAdvisor by clicking on 'Financial Aid Award Letter'

Grant disbursement status can be seen 24/7 by checking the balance on your Wolverine Card (or bank account if direct deposit was selected)

The Financial Aid Computer Lab is opened during regular Financial Aid Office hours. Students are encouraged to visit the Financial Aid Computer Lab to assistance in completing their FAFSA application online and answers to general financial aid questions.

The Financial Aid Office is going paperless. Most notifications will be emailed to your student email address. You must check your student email account and WebAdvisor regularly for updated Financial Aid information.

FINANCIAL AID REGULAR OFFICE HOURS

Monday and Thursday: 8:00 am – 5:00 pm ★ **Tuesday and Wednesday:** 8:00 am - 7:00 pm ★ **Fridays:** 8:00 am – 4:30pm

HOW TO ACCESS FINANCIAL AID INFORMATION ON WebAdvisor

From San Bernardino Valley College's main web page click on 'Quick Links' at the top right corner, select 'WebAdvisor' and login. You can access important information about your student file status by using SBVC's online student account portal called WebAdvisor. Under the Financial Aid section you can see the status of any documents missing by clicking on 'My FA Documents.' All grants awarded to each student can be seen in real time by clicking on 'Financial Aid Award Letter.'

Other important information is also available through WebAdvisor about registration, transcripts, grades and online student services. **DO NOT WAIT IN LINE** for information that is available **ONLINE** through **WEBADVISOR!**

For technical assistance logging onto WebAdvisor **PLEASE** call the Computer Help Desk at (909) 384-4357 or click on the "Contact Us" tab at the top of the WebAdvisor menu.