



Office of Financial Aid

How to add NJCU to my FAFSA

FAFSA®

Free Application for Federal Student Aid

1. To add another college to your existing FAFSA, click the **Login** button on the home page (www.fafsa.ed.gov) log into *FAFSA on the Web*.

The screenshot shows the FAFSA home page. At the top, it says "Federal Student Aid" and "PROUD SPONSOR of the AMERICAN MIND". Below that is a navigation bar with icons for Home, About Us, FSA ID, StudentAid.gov, and Help. A search bar is on the right. The main heading is "Get help paying for college" with a sub-heading "Submit a Free Application for Federal Student Aid (FAFSA)". Below this is a banner image of diverse students. Two columns are visible: "New to the FAFSA?" with a "Start A New FAFSA" button, and "Returning User?" with a list of options: "Make a correction", "Add a school", and "View your Student Report (SAR), and more...". A large black arrow points from the "Returning User?" section to a "Login" button.

2. Login using your FSA ID

The screenshot shows the FAFSA login page. The "Login" section is highlighted with a blue border. It contains "Student Information" and instructions. Two options are presented: "Enter your (the student's) FSA ID" (selected with a radio button) and "Enter the student's information". The "Enter your (the student's) FSA ID" option is highlighted with a red box. Below it are input fields for "FSA ID Username or Verified E-mail Address" and "FSA ID Password", each with a "Forgot" link. A "NEXT" button is at the bottom right of the login section. A "NEED HELP?" button is at the bottom left. On the right, a "Help and Hints" section is visible, containing "Login Options" and a detailed explanation of the FSA ID. A vertical "STUDENT" label is on the left side of the page.



*Please note: if you forgot your FSA ID and Password, please refer to <https://fsaid.ed.gov> and click on “Forgot My Username or Forgot My Password”.

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Edit Your FSA ID
Enter your username and password and select LOGIN to edit your FSA ID information. If you do not have an FSA ID, select the Create An FSA ID tab.

Create An FSA ID | Edit My FSA ID

Username (or Verified E-mail Address) - [Forgot My Username](#)

Password - [Forgot My Password](#)

LOGIN

3. Once you have logged in with your FSA ID, click **Make FAFSA Corrections**, and then navigate to the “School Selection” page.

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Help

Student Demographics | **School Selection** | Dependency Status | Parent Demographics | Financial Information | Sign & Submit | Confirmation

School Selection

You can add up to 10 colleges to your FAFSA. If you know your college's school code, use the option to the right to search. If you need help finding your college, use the state (required), city (optional), and school name (optional) fields to begin your search.

All of the information you report on the FAFSA will be sent to each college listed, including the names of the other colleges listed. If you don't want this information sent to a particular college, do not list that school on your FAFSA.

State Federal School Code

City (optional) OR

School Name (optional)

SEARCH Search Tips SEARCH

4. From here you can search NJCU with our school code. Once you entered the school code click on “SEARCH” NJCU will appear click the **ADD>>** button to add NJCU to your list of Selected Schools.

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Help [SEARCH]

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All of the information you report on the FAFSA will be sent to each college listed, including the names of the parents for all colleges listed. If you don't want this information sent to a particular college, do not list that school on your FAFSA.

State: Federal School Code:

City: (optional) OR School Name: (optional)

[Search Tips](#)

Select a school from the Search Results table and click **Add >>** to add a school to the Selected Schools table.

Search Results: 1

Sort By: Best Match School Name
<input checked="" type="checkbox"/> NEW JERSEY CITY UNIVERSITY JERSEY CITY, NJ Federal School Code: 002613

Selected Schools

Select up to 10 schools

HUDSON COUNTY COMMUNITY COLLEGE JERSEY CITY, NJ Federal School Code: 012954 Remove
SAINT PETER'S UNIVERSITY JERSEY CITY, NJ Federal School Code: 002638 Remove
ESSEX COUNTY COLLEGE NEWARK, NJ Federal School Code: 007107 Remove
NEW JERSEY INST OF TECHNOLOGY NEWARK, NJ Federal School Code: 002621 Remove

NJCU School Code =002613



5. On the next page, you will have to move NJCU to first choice and select the appropriate “Housing Plan”.

STUDENT

Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
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School Selection Summary

For each school listed, select the appropriate housing plan from the dropdown list.

You may change the positioning of any school in this list. To do so, click on the school name and then use the buttons on the right to change the position of the selected school. The **FIRST** and **LAST** buttons will move the school to either the top or bottom of your list, respectively, and the **UP** and **DOWN** buttons will move the school one position up, or one position down, respectively.

For federal student aid purposes, it does not matter in what order you list your selected schools. However, placing a school that participates in your state’s student grant programs first may help you obtain state grant aid. Check with your state grant agency for more information.

School Name	Federal School Code	Housing Plans	
HUDSON COUNTY COMMUNITY COLLEGE	012954	Off Campus ▼	Remove
SAINT PETER’S UNIVERSITY	002638	Off Campus ▼	Remove
ESSEX COUNTY COLLEGE	007107	Off Campus ▼	Remove
NEW JERSEY INST OF TECHNOLOGY	002621	Off Campus ▼	Remove
NEW JERSEY CITY UNIVERSITY	002613	Off Campus ▼	Remove

Buttons: FIRST, UP, DOWN, LAST

VIEW SELECTED SCHOOL INFORMATION

ADD A SCHOOL

NEXT

6. Once you added NJCU as your first choice, proceed to the “Sign & Submit” tab. Make sure you agree to the terms, click on sign and most importantly click on “Submit My FAFSA Now.” Please allow 24 hours for NJCU to receive you FAFSA.



Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
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Sign & Submit

Application was successfully saved.

[VIEW OR PRINT YOUR FAFSA INFORMATION](#)

Are you a [preparer](#)?
 Yes No

Student Signature

Student's Social Security Number

Student's last name

Student's date of birth

READ BEFORE PROCEEDING

By signing this application electronically using your Federal Student Aid PIN, username and password, and/or any other credential or by signing a signature page and mailing it to us, YOU, THE STUDENT, certify that you:

1. will use federal and/or state student financial aid only to pay the cost of attending an institution of higher education,
2. are not in default on a federal student loan or have made satisfactory arrangements to repay it,
3. do not owe money back on a federal student grant or have made satisfactory arrangements to repay it,
4. will notify your school if you default on a federal student loan, and
5. will not receive a Federal Pell Grant from more than one school for the same

I, the student, agree to the terms outlined above.
 Agree Disagree

Help and Hints

Are you a preparer?

A preparer is anyone who charges a fee for helping you fill out your FAFSA.

Typically high school counselors, school financial aid administrators, or other mentors do not charge a fee to help you complete your application, so they are not considered preparers unless you paid them for their services.

If you are a preparer, select **Yes**.

