

GSFAPP (HOPE) APPLICATION CHECKLIST



Apply for Financial Aid - Complete your GSFAPP

- Go to www.gafutures.org
- Click **HOPE & State Aid Programs** → **State Aid Applications and Forms** → **GSFAPP**
 - You will need a username and password to access the GSFAPP.
 - To apply for a username and password, please click **Create an Account**
 - To recover your account information, please click **Forgot Username/Forgot Password** under **Sign In**
- After completing your GSFAPP, please email your NGTC Financial Aid Advisor to load your GSFAPP to your account.
- The GSFAPP applies you for state aid programs which includes HOPE and Zell Miller Grant/Scholarship programs.
- **If additional information is required, you will receive an email to your NGTC student email.**

Log in to your Student Banner Account:

- Go to www.northgatech.edu → **myNGTC** → **BannerWeb**
- Your username is the first portion of your email address before the @ sign
- Your password is your email password
- **Your Acceptance Letter from Admissions will contain your Student ID number, your NGTC Student Email Address, and Academic Advisor's name.**

Register for classes:

- **New Students:** Attend NGTC's New Student Registration to meet with Academic Advisor to receive required registration access code to register for classes.
 - *If you cannot attend New Student Registration, please contact your Academic Advisor.*
- **Returning Students:** Please contact your Academic Advisor for required registration access code.
- **If you need help choosing classes, please contact your Academic Advisor.**

Check Authorized Financial Aid:

- Log in to Banner Web using your **User ID** and **password/PIN**.
- Click **Student Services** → **Student Records** → **Account Detail For Term**
- Financial Aid awards are listed toward the bottom of the page under the heading **Authorized Financial Aid as of mm/dd/yyyy** (number will be negative).
 - **If you are awarded HOPE Grant/Scholarship, these awards will automatically be accepted for you.**
- Tuition, fees, and applicable charges will automatically be deducted from the Authorized Aid.
- **For questions regarding Financial Aid Awards, please contact your Financial Aid Advisor.**
- **For questions regarding Account Balances and Charges, please contact the Cashier's Office.**

Check Account Balance:

- **To view account balances on Banner Web:** www.northgatech.edu → **myNGTC** → **Banner Web** → **Student Services and Financial Aid** → **Student Records** → **Click on Pay By Check, Credit Card, or Nelnet Payment Plan**
 - A negative balance is the amount that you have remaining after tuition and fees are deducted.
 - A positive balance is the amount that you owe for that semester.
- Payment plans are available through Nelnet which allows students to pay off their balance installments instead of all at once. For more information, please visit www.mycollegepaymentplan.com/ngtc
- **To avoid being dropped from classes, account balances must be paid in full by the first day of classes.**
 - **For questions regarding Account Balances and Charges, please contact the Cashier's Office or visit <https://northgatech.edu/student-affairs/financial-aid/pay-for-college/>**

****Tips for Maintaining your Financial Aid****

1. Always check with your Financial Aid Advisor **PRIOR** to withdrawing from a class.
2. Maintain Satisfactory Academic Progress.
 - o Check your Academic Progress in BannerWeb. www.northgatech.edu → **Student Services** → **Financial Aid** → **Aid Eligibility** → **Academic Progress**



Financial Aid Contact Information

If you have any questions or concerns regarding your financial aid status or unsatisfied requirements, please contact your financial aid advisor. If you are unable to view your estimated awards, please go to your nearest campus library or financial aid office and staff will be able to walk you through viewing your information via Banner Web.

Please be advised that during high volume times, email is the fastest form of communication with Financial Aid Advisors.

Clarksville Campus Financial Aid Advisors

A-H Meagan Benfield 706-754-7864 meagan.benfield@northgatech.edu

I-Q Crystal Dixon 706-754-7727 crystal.dixon@northgatech.edu

R-Z Jocelyn Dixon 706-754-7806 jocelyn.dixon@northgatech.edu

Blairsville Campus Financial Aid Advisor

Ida-Lynn Wallace 706-439-6339 iwallace@northgatech.edu

Currahee Campus Financial Aid Advisor

Lori Whiting 706-779-8115 lori.whiting@northgatech.edu

As set forth in the student catalog, North Georgia Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender identification, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). For complaints or information, contact Dr. Vinson Burdette, VP of Student Affairs (706-754-7711, Title VI, IX, II), or Kay Morgan, special services contact (706-754-7828, Sec. 504/Title II/ADA) at 1500 HWY 197 N, Clarksville, GA 30523.

This institution is an equal opportunity provider and employer. If, as an employee, you wish you file a Civil Rights complaint, please call GSA's Office of Civil Rights at 202-500-0767 or 800-662-6376 or send an email to civilrights@gsa.gov. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Center for Civil Rights Enforcement, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.