

# Save Time... Apply Online

Applying online is the fastest and most direct method of submitting your application. It allows your institution to view your application electronically within minutes of submission.

**Apply online at [www.factstuitionaid.com](http://www.factstuitionaid.com).**

**Step 1: Select Applicant Sign In**

**Step 2: New Users select Create an Account**

**OR**

**Returning Users enter their existing  
Username and Password**

If you have forgotten your username or password, click on the [Trouble signing in?](#) link to retrieve your existing username and password. If you are unable to retrieve your username and password continue as a New User and click on Create an Account.

Once you have signed in, you will have the ability to complete the FACTS Grant & Aid Assessment application online.

After completing the online application you will need to mail or fax all the supporting documentation. The tax documents needed to verify your application are listed on the FGAA Checklist that is found online. Draft or Preview Copy tax documents will not be accepted.

Please allow 2 to 4 weeks for your application and supporting tax documents to be processed. We are unable to verify receipt of documents until they are scanned into our system, which takes approximately 2 to 3 business days. Faxed or copied applications will not be accepted. It is recommended that you keep a copy of your application for your records.

Application deadlines are set by the school or institution awarding the scholarships. If you are applying after a given deadline date, please contact your school or institution to ensure that your application will be accepted.

NOTE: Award decisions are not made by FACTS, but by the organization providing the scholarship.

**Customer Care Representatives are available Monday  
through Thursday from 10:00am to 7:00pm Central Time  
and Fridays 10:00am to 5:00pm Central Time.**



## GRANT & AID ASSESSMENT

www.factsmgt.com - 866-315-9262 - e-mail: [info@factstuitionaid.com](mailto:info@factstuitionaid.com)

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