Admissions/Registration Office

Financial Aid Office

Contact Person: Mary Walker

Contact Person: Joyce Frye

610 E. Olden Street

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West Plains, Missouri 65775

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Phone: 417-256-6152 / *Fax*: 417-256-5786

Phone: 417-256-2256 / *Fax*: 417-256-5786

Email: *mwalker@scccwp.org*

Email: *jfrye@scccwp.org*

ADMISSION PROCEDURE

- Completed, signed, and dated application form.

- Non-refundable application fee $35.00

- Financial arrangements must be made prior to program start date. For more information, please contact Joyce Frye at the SCCC Financial Aid Office.

- Copy of Driver's License.

- Copy of Social Security Card.

- Copy of High School Diploma, transcript or G.E.D.

- Pre/Post TABE test is administered at the Adult Learning and GED Center (AEL) located at 1009 Jackson Street. Call for an appointment!   AEL phone: (417) 256-7788

NOTE: Please inform the AEL Center that you are scheduling the SCCC TABE test and need the results forwarded to SCCC on Olden Street.

COMPLETING YOUR FAFSA

Do you have an email account? If yes, continue to Step 2. If no, begin with Step 1. If you have and know your PIN number, proceed directly to Step 3.

Step 1. If you do not have access to the internet, you can use one of SCCC's computer labs or access can be obtained at most public libraries. Set up an email account at a site such as yahoo or hotmail.

Step 2. Once you have secured an email account, go to *http://pin.ed.gov* and apply for a pin number. Once your PIN application has been processed by the Department of Education, they will send your unique pin number to your email account.

NOTE: If you already have a PIN number from a prior application, you must use the same PIN number. If you no longer have access to your PIN number, the Department will send you a duplicate at your request. All PIN information must be obtained at the site listed in Step 2.

Step 3.   You will need your prior year tax return-form 1040, 1040A, etc.   *Prior year: 11-12 FAFSA Applications require 2010 tax return information.   If you are a dependant student, your parent(s)' 2010 tax information is also required.* Go to http://www.fafsa.gov and complete the FAFSA application using SCCC's school code-005424.

Warning!!!   Please use caution when accessing the fafsa website.   Many pirate sites exist: The application process is FREE at http://www.fafsa.gov.   Pirate sites will charge you.   If you are asked to pay, you are on a pirate site.   Delete all information, exit, and go to http://www.fafsa.gov!

If you have previously completed the current year FAFSA online, but did not use our school code, all you need to do is access your current form at the address stated in Step 3 and add our school code.

If you have any questions, problems or concerns, please call the Financial Aid Office at   (417) 256-2256.