

HUDSON COUNTY COMMUNITY COLLEGE



***Get all your questions answered about
Funding Your Education in the Financial Aid Guide!***



www.hccc.edu/paying-for-college/financial-aid/index.html

THIS IS WHY YOU SHOULD FILL OUT THE FAFSA

#CollegeOpportunity
StudentAid.gov



IT'S FREE.

Doesn't cost you anything.



IT'S EASY.

The application has been simplified.



IT'S FAST.

It takes most people just
23 minutes to complete.

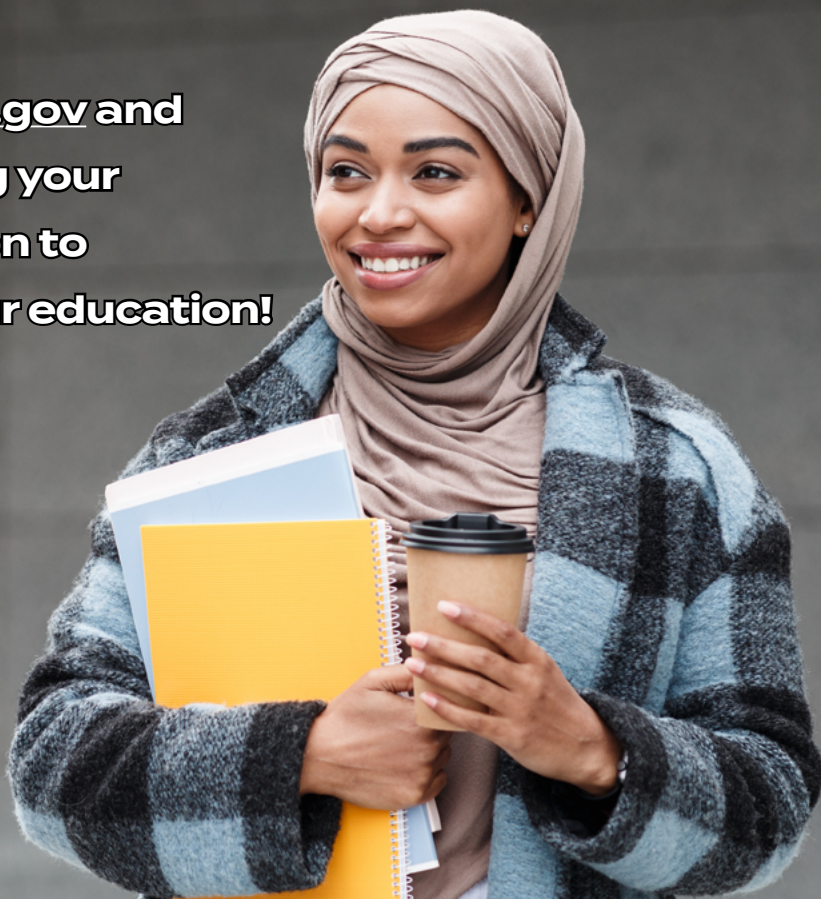


MORE PEOPLE QUALIFY...

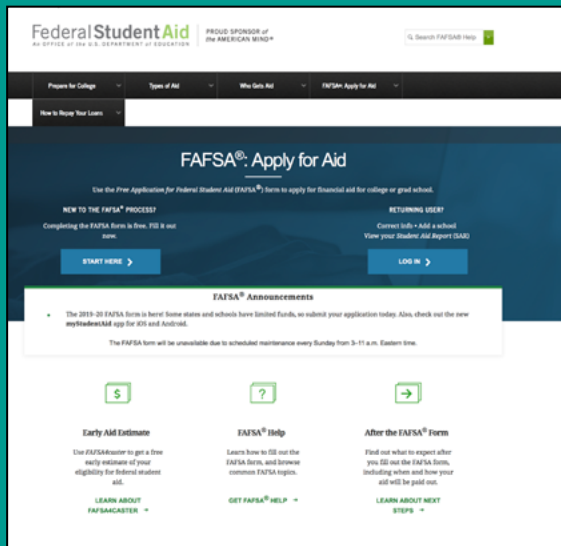
for student aid than you think.

Go to studentaid.gov and
begin completing your
FAFSA application to
start funding your education!

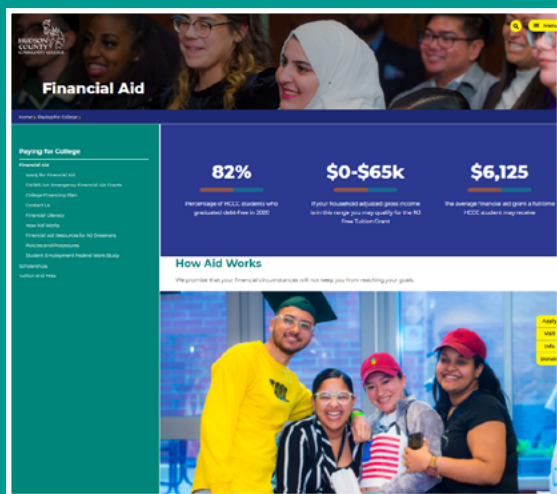
HCCC school
code is 012954



File your 2024-2025 FAFSA beginning December 2023.



studentaid.gov

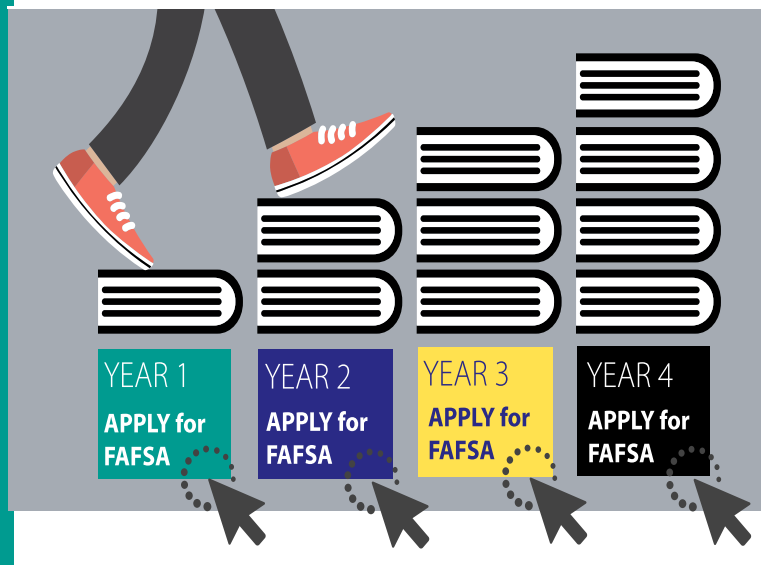


www.hccc.edu/paying-for-college/financial-aid/index.html



Grants you may be eligible for when you file the FAFSA:

- Pell Grant
- Federal Supplemental Opportunity Grant
- Federal Work Study
- State Grants - TAG, CCOG, NJSTARS



Must file every year

COMPLETE THE FAFSA EVERY YEAR YOU ARE IN SCHOOL

<https://studentaid.gov/>

HCCC school code is 012954

NEW FOR FALL 2023
The CCOG program would be expanded with a third tier of eligibility for individuals in households between \$80,001 to \$100,000 AGI receiving one-third of the cost of tuition at a community college.

"It was hard for me to go to college because of my parents' low income, but finding a place like Hudson County Community College that cares about my academic success and growth by providing me financial support with the Community College Opportunity Grant to achieve my culinary dreams is more than a blessing."

- Suleiny Rodriguez de la Rosa
 Culinary Arts major
 Bayonne, NJ



Available Now Every Fall and Spring Semester!

Community College Opportunity Grants (CCOG) are awards that will pay the costs of tuition and approved educational fees not already covered by other available grants applied to the student's account for New Jersey residents with an annual adjusted gross income (AGI) between \$0 and \$65,000. For New Jersey residents with AGIs between \$65,001 and \$80,000 CCOG will pay up to half of the maximum CCOG award available at the college.

Who is eligible for tuition-free Community College:

Community College Opportunity Grants are available to students who meet the following eligibility requirements:

- Be a New Jersey resident with a total household adjusted gross income between \$0 - \$80,000
- Complete the FAFSA or NJ Alternative Financial Aid Application by applicable state deadlines
- Enroll in at least six (6) credits per semester at HCCC.
- Have no prior college degree
- Make satisfactory academic progress

File your 2023-2024 FAFSA now at

<https://studentaid.gov/h/apply-for-aid>

Are you a Dreamer?

File the NJ Alternative Application at

www.hesaa.org/Pages/NJAlternativeApplication.aspx

www.hccc.edu/freetuition



**Community College
 Opportunity Grant**

For more information contact :

freetuition@hccc.edu

201.714.7200 | Text: 201-744-2767

CCOG Checklist



Did You Complete Your FAFSA or NJ Alternative Application?

All students must complete the **FAFSA** (<https://studentaid.gov/>) or the **NJ Alternative Financial Aid Application** (www.hesaa.org/Pages/NJAlternativeApplication.aspx) for NJ Dreamers to be considered for CCOG.

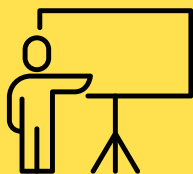
Deadline: Fall semester and Spring semester

Renewal Students – April 15

New Students and Non-Renewal Students – September 15

Deadline: Spring Semester

New Students and Non-Renewal Students – February 15



Have You Enrolled in Classes?

Any student enrolled for a minimum of 6 credit hours may be eligible for this funding. Funding is available for a maximum of 18 credits.



Is Your Financial Aid File Complete?

Student can monitor the status of their application, check for any required documents, and view their award letters at Libertylink. To log into Libertylink, students will need your username (first letter of your first name + your last name + the last four digits of your ID + live.hccc.edu) and Password (six digit birthdate MMDDYY)



SELF-SERVICE FINANCIAL AID

FOLLOW THESE EASY STEPS ON HOW TO SUBMIT AND UPLOAD DOCUMENTS

1

GO TO SELF-SERVICE FINANCIAL AID

Log into

<https://libertylink.hccc.edu/Student/Account/Login?ReturnUrl=%2fstudent>

To access your financial aid information, click on "Financial Aid" on your account's welcome screen.

Sign In

User name

Password

Sign In

2

Go to Checklist and click on "Complete Required Documents."



You have missing documents!

In order to complete your financial aid application some additional documentation is required before the Financial Aid office can evaluate your information.

[Complete required documents](#)

3

Find the document you would like to submit and click "Manage."

Attachments

Manage 0

4

Choose a file and click "Upload."

Attachments

Upload new attachment

Choose File No file chosen

Upload Clear

Accepted File Types: (.jpg, .png, .bmp, .bm, .tif, .tiff)

Maximum File Size: (3 MB)

No attachments found.

5

The document status will show as "Incomplete" until we review and confirm that it is correct. After we review your submitted document, it will show as "Received"

Status

Incomplete

What does attendance in class mean when funding your education?

Class attendance – required to receive federal and state aid!

If you are registered for classes in one or more of the Course Modalities:

- Online – delivered online in CANVAS
- On-Campus – meet in person at a specific location and specific dates and times
- Remote - meet via video conferencing
- Hybrid/On-Campus – both online and in person
- Hybrid/Remote – both online and via video conferencing

Must be actively engaged in classes.

What does academic engagement mean?

- Attend Class
- Submit an academic assignment
- Take an assessment or an exam
- Participate in tutorial webinar or other interactive computer assisted instruction
- Participate in a study group, group project, or online discussion
- Interact with an instructor about academic matters

Consequences of non-attendance for financial aid:

- Reduced aid
- Canceled aid

Consequences of non-attendance to the end of term may result in:

- Adjustment in financial aid
- Repayment of financial aid

Attendance will be verified after all classes begin!



For more information:
Financial Aid Office
70 Sip Ave., 2nd Floor
Jersey City, NJ 07306
(201) 360-4200
Email financial_aid@hccc.edu

Going Virtual for FAFSA Completion!

Use these important links and resources to help you through the process!

Complete your 2023-2024 FAFSA NOW!

Go to www.studentaid.gov to get started. Use your 2021 Federal Tax Return.

Deadline to complete the 2023-2024 FAFSA for new students starting in the Fall 2023 semester for state grants is September 15, 2023. For new students starting in the Spring 2024 semester the deadline for completing the FAFSA is February 15, 2024.

Other important links for resources on FAFSA Completion

Check your portal for important emails at <https://myhudson.hccc.edu>

Access Self-Service Financial Aid at <https://libertylink.hccc.edu/Student>

Access E-Signature Forms at

<https://www.hccc.edu/paying-for-college/financial-aid/federal-verification.html>

Apply for Federal Direct Student Loans at www.studentaid.gov

Are you a Dreamer?

You are considered a Dreamer if you are not a US citizen or eligible noncitizen, attended a NJ high school for at least three (3) years, graduated from a NJ high school or received the equivalent of a high school diploma in NJ and are able to file an affidavit stating that you have filed an application to legalize your immigration status or will file an application as soon as you are eligible to do so.

Find the NJ Alternative Application at

www.hccc.edu/paying-for-college/financial-aid/dreamers.html

NJ State Grants at <https://njfams.hesaa.org>

Looking for more money to Fund Your Education:

Apply for scholarships at <https://www.hccc.edu/paying-for-college/scholarships/index.html>

For Important Updates:

Like us on FACEBOOK www.facebook.com/hcccfinaid/

Follow us on TWITTER twitter.com/hcccfinaid

If you need help email us at financial_aid@hccc.edu

Plan Ahead – Complete the 2024-2025 FAFSA application beginning December 2023!

FINANCIAL AID OFFICE

Journal Square Campus
70 Sip Avenue, Second Floor,
Jersey City, NJ 07306
Phone: 201-360-4200
Text: 201-744-2767

North Hudson Campus
4800 Kennedy Blvd., First Floor,
Union City, NJ 07087
Phone: 201-360-4214

Secaucus Center
One High Tech Way,
Secaucus, NJ 07094
201-360-4388

Hudson Online:
Many courses and fully online
degrees available!
www.hccc.edu/programs-courses/col/index.html

Pell Grants for Summer Terms!

Register for Summer Classes beginning April 1!
Complete your degree sooner.

We encourage all students who registered for the summer terms and have been awarded a Pell Grant for the current academic year to access your financial aid awards and check your Summer Pell awards.

1. **Go to Self-Service Financial Aid**
2. **Log in to** <https://libertylink.hccc.edu/student>
3. **Click on "Financial Aid" on your account's welcome screen**
4. **Select Financial Aid Counseling (Top Menu), select the option "My Awards"**
5. **Select Award year: Fall 2022, Spring 2023**
6. **Review your 2023 Summer Award**

Registration for Summer Terms begins April 1, 2023.

A fully eligible student enrolled full time can receive up to \$3448.

For summer Pell eligibility requirements, please go to:

<https://www.hccc.edu/paying-for-college/financial-aid/policies-procedures/pell-grant.html>

FINANCIAL AID OFFICE

Email: financial_aid@hccc.edu Phone: (201) 360-4200 Text: (201) 744-2767



***New for Summer 2023**

New Jersey State Tuition Aid Grant (TAG) Funding is Available for Summer 2023!

Benefits of Summer Enrollment

- Graduate sooner and start your career faster
- Take additional classes
- Shorten time to graduation

Eligibility Requirements for Summer TAG:

- Must have received a TAG award in the Fall 2022 and/or the Spring 2023 term
- Must be enrolled in at least six credit hours in the Summer 2023 term
- Must be enrolled in courses that count towards your graduation or academic major requirements

The amount of your Summer TAG will be prorated based on the number of credits you are enrolled in, and will be based on the full-time TAG award you received during the Fall 2022 and/or Spring 2023 semesters.

Do not let this opportunity pass you by.

Register for Summer classes and advance your education while saving money!

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North Hudson Campus, 4800 Kennedy Blvd., Union City, NJ 07087
Email – financial_aid@hccc.edu
Phone – 201-360-4200, Text – 201-744-2767

Like us on FACEBOOK www.facebook.com/hcccfinancial/
Follow us on TWITTER twitter.com/hcccfinancial



FEDERAL STUDENT LOAN PROGRAMS

What is a Federal Student Loan?

Federal loans are borrowed funds that you must repay with interest. A federal loan allows students and their parents to borrow money to help pay for college through loan programs supported by the federal government. They have low interest rates and offer flexible repayment terms, benefits, and options.

What types of Federal Student Loans are available?

The U.S. Department of Education offers the William D. Ford Federal Direct Loan Program. It is the largest federal student loan program. Hudson County Community College participates in Direct Subsidized Loans, Direct Unsubsidized Loans, and Direct PLUS Loans programs.

To apply for a student loan, you must complete the steps below:

1. Create your own personal FSA ID at studentaid.gov
2. Complete and submit a FAFSA at studentaid.gov



ARE YOU READY TO APPLY FOR A FEDERAL STUDENT LOAN?

Go to studentaid.gov and follow these four easy steps:

1. Log in with your FSA ID.
2. Complete and sign a Master Promissory Note (MPN), agreeing to the terms of the loan.
3. Complete and sign the entrance counseling, a tool to ensure you understand your obligation to repay the loan.
4. Complete the loan request form obtained on the Financial Aid website, <https://www.hccc.edu/paying-for-college/financial-aid/federal-verification.html> and submit to the Financial Aid Office.

Financial Aid Office presents

TO ACCESS EXIT COUNSELING



CONGRATULATIONS, GRADUATES!

Complete your exit counseling for student loans online from your home computer or in our Computer Lab.

Learn about your student loans, making timely payments, repayment options, staying out of default, loan consolidation, budgeting, interest repayment incentives, and much more....

Go to <https://studentaid.gov/exit-counseling/> to begin

When completing exit counseling, please be sure to do the following:

- Close all internet browser tabs other than the one you're using to complete the counseling.
- Do not let your session time out while you're completing the counseling. Sessions time out after 15 minutes of inactivity.

To Access Exit Counseling:

- Login with your FSA ID at I am an Undergraduate Student

You will need to proceed through the counseling in the order below.
You must finish exit counseling in one sitting.

Throughout the counseling, you will answer a few questions to help you remember what you have learned.

Topics include:

Contact Settings – confirm contact information, references, notify schools, and why am I completing exit counseling

My Loans – learn what do I owe, loan terminology, when do I pay, what is interest accrual, and what is interest capitalization and when does it occur?

Preparing to Repay – learn who's responsible for what in your student loan journey, your loan servicer, understanding student loan obligations, federal student loan benefits and options, what happens if you default?

Determine Your Repayment Strategy – learn family details, employment plans, salary information, repayment goal, repayment strategy.

Final Steps – summary and next steps

Financial Aid Office
Journal Square Campus
70 Sip Avenue,
Building A, Second Floor
Jersey City, NJ 07306

North Hudson Campus
4800 Kennedy Blvd.,
First Floor
Union City, NJ 07087

Monday through Friday, 9:00 a.m. - 5:00 p.m.

FOLLOW THESE 5 EASY STEPS TO CHECK YOUR FINANCIAL AID STATUS



1. GO TO SELF -SERVICE FINANCIAL AID

Log into <https://libertylink.hccc.edu/student>

To access your financial aid information, click on "Financial Aid" on your account's welcome screen.



2.) REVIEW YOUR CHECKLIST AND LIST OF RESOURCES

To view the current status of your financial aid by year, select an academic year from the "Select an Award Year." Scroll down and you will find both the checklist and list of resources.



3.) VIEW YOUR MISSING DOCUMENTS

If you have missing documents, click the "complete required documents" to view the list of required documents for a specific academic year, as well as their status (i.e. received, incomplete).



4.) VERIFY IF YOU ARE MEETING THE SATISFACTORY ACADEMIC PROGRESS

The Self-Service displays your most current financial aid Satisfactory Academic Progress (SAP) status. If you are not in good standing, you will receive an email notification from the financial aid office. You may also email your financial aid counselor if you need further assistance.



5.) VIEW YOUR FINANCIAL AID OFFER LETTER

To access the drop-down menu, please click on "Financial Aid Counseling" in the top navigation. Select "Offer Letter;" you will be able to view your financial aid awards for the academic year.

FOR ADDITIONAL QUESTIONS, EMAIL YOUR FINANCIAL AID COUNSELOR

To email your financial aid counselor, scroll down on your welcome screen and click the email link.

For immediate assistance, text us at (201)744-2767





Here is a list of scholarships you might be eligible for if you apply!

Hudson County Community College

- HCCC Foundation Scholarships
- HCCC Government Scholarships

Higher Education Student Assistance Authority (HESAA) visit www.hesaa.org

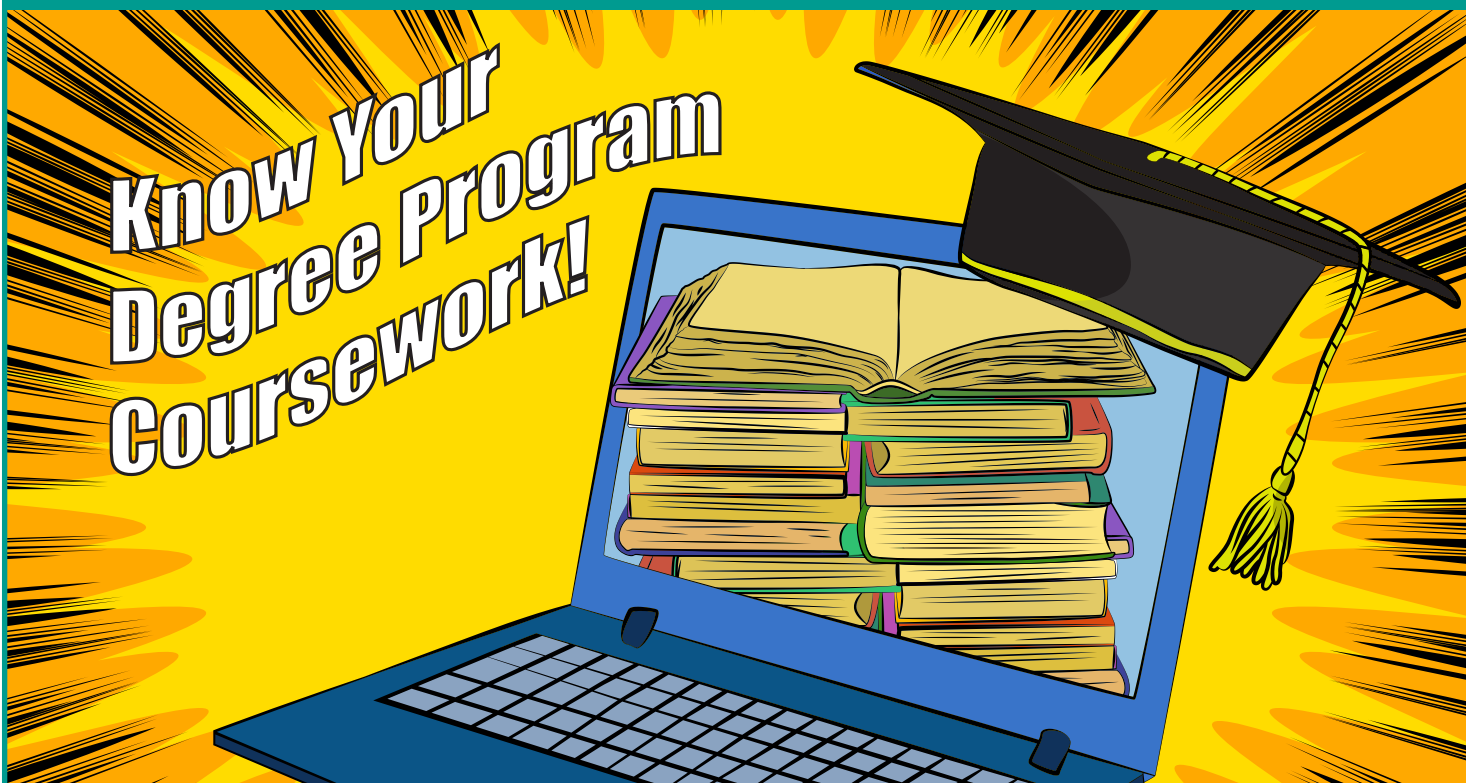
- NJ STARS (Student Tuition Assistance Reward Scholarship) Program
- Governor's Urban Scholarship
- Governor's Industry Vocation Scholarship (NJ-GIVS) for Women and Minorities
- NJ World Trade Center Scholarship
- Survivor Tuition Benefits
- NJ Foster Care Scholars
- Law Enforcement Officer Memorial Scholarship (LEOM)
- Educational Opportunity Fund (EOF)
- NJ Best Scholarship

Pay Attention to Deadlines!

Other Outside Scholarships and Resources

- American Association of University Women Scholarship
- Carindigo.com Scholarship
(Visit: <https://www.carindigo.com/news/1000-car-review-essay-scholarship-for-hispanic-latin-students>)
- Chairish Scholarship Program
(Visit: chairish.com/pages/scholarship)
- CollegeScholarships.com
- Creative Arts Impact Scholarship program
(Visit: <https://shopvida.com/pages/vida-scholarship-program>)
- Education Dynamics Military Scholarship
- ExtremeTerrain
- Fast Web
- FinAid
- Find Tuition
- Garden State S-STEM Scholarship
- The Healthline and NORD Stronger Scholarship Program
- Hispanic Association of Colleges and Universities
(Visit: www.hacu.net/hacu/scholarships.asp)
- Horatio Alger National Career and Technical Scholarship
(Visit application.horatioalger.org)
- Legal Zoom Scholarship
- Merit Scholarships
- NAIMES (National Association of Institutions for Military Education Services)
- The National Society of Leadership and Success (NSLS)
- Nordson Builds Scholarship program
- Pride in Diversity Scholarship
(Visit: <https://bold.org/scholarships/pride-in-diversity-scholarship/CollegeScholarships.com>)
- Phi Theta Kappa Scholarships
- PNC Bank Scholarship
- Rehabs.org Scholarship <https://rehabs.org/scholarship/>
- Research & Development Council of NJ Scholarship
- Sallie Mae Scholarship (Visit: SallieMae.com/ScholarshipSearch)
- SCHOLARSHIPS.COM
- Scholarship America
- Scholarshipinstitute.org
- Truth Initiative Scholarship (Visit: <https://truthinitiative.org/>)

Information about all of the scholarships is available at www.hccc.edu/paying-for-college/scholarships/index.html



Do you know why it is important to register for courses in your degree program?

Understand what happens if you enroll in non-required courses!

Maximize your financial aid funding by following the federal regulations for degree course completion and funding.

- Receive federal Title IV funding for all your coursework that count towards completing your degree program requirements
- Fulfill major and general elective requirements for Title IV funding
- Know that you will not receive federal Title IV funding when you enroll in **non-required coursework** (courses that do not apply to your degree program)
- Keep track of your academic progress and courses by going to Student Planning Self-Service: Student Planning My Progress

Recommendations:

- Consult with your Academic Advisor to verify your current semester course enrollment
- Make sure all coursework is part of your degree program
- Contact your Financial Aid Advisor to verify your funding and any additional questions on federal regulations
- Regularly check your email for any additional notifications



Journal Square Campus, 70 Sip Avenue, Jersey City, NJ 07306

North Hudson Campus, 4800 Kennedy Blvd., Union City, NJ 07087

Email – financial_aid@hccc.edu

Phone – 201-360-4200

Text – 201-744-2767

The HCCC Portal (MyHudson) offers students, on and off campus, a personalized intelligent college experience by bringing together every system without having to access multiple networks to a "one-stop shop." Some of the features of MyHudson include Canvas, student announcements, a calendar of College events and activities, College email account, College department pages, Self-Service Financial Aid, and specialized student services.

FINANCIAL AID TECHNOLOGY INFORMATION

*New Self-Service Financial Aid - use this new link - <https://libertylink.hccc.edu/Student> - to assist in managing your Financial Aid package from submission to completion. The Self-Service Financial Aid guides you through the Financial Aid process using a web-based process and interactive checklist through easy access from a desktop or mobile device. You can view each step of the application process with clear instructions on documentation.

- **Account Summary** — view a summary of your account which includes amount over due, total amount due, make a payment, and total account balance (any activity)
- **Award Letter** — complete the electronic signature or print and deliver to the Financial Aid Office
- **College Financing Plan** - shopping sheet
- **Correspondence Option** — you can choose to receive hard copies of Financial Aid correspondence
- **Outside Awards** — you can report new or view existing awards received from outside sources
- **Required Financial Aid Documents** — list of missing documents. Submit before their due date to make sure your Financial Aid package is not delayed
- **Satisfactory Academic Progress** — you can view your SAP for an evaluation period
- **Your Awards** — you can accept or decline awards and update your loan amounts

IMPORTANT WEBSITES

E-Signature Forms:

<https://www.hccc.edu/paying-for-college/financial-aid/federal-verification.html>

Financial Aid Self-Service: <https://libertylink.hccc.edu/Student>

Financial Aid College Website: <https://www.hccc.edu/paying-for-college/financial-aid/index.html>

FAFSA: studentaid.gov

NJ State Grants: <https://njfams.hesaa.org>

Federal Loans: <https://studentaid.gov>

IRS "Get Transcript:" <http://www.irs.gov/individuals/Get-Transcript>

USERNAME AND PASSWORD

Portions of these services require a Student ID (7 digits) and password. Unless otherwise indicated, you will use these credentials to access many of the items listed.

Username Your username is the first initial of your first name + your last name + the last four digits of your Student ID + @live.hccc.edu

Password Your default password is your date of birth in MMDDYY format. (Remember to change it once you have successfully logged in.)

Example: Student Name: John Smith
Student ID 2244333 *Born: June 17, 1991
Username = jsmith4333@live.hccc.edu
Password: 061791

Student Password Reset ONLY: <https://www.hccc.edu/administration/its/help-desk-request-form-student.html>
www.hccc.edu/IT request or call (855) 699-0733

Having problems connecting?

Support is available for problems accessing the HCCC network, College email accounts and the MyHudson portal.

For ITS-related issues: <https://www.hccc.edu/administration/its/help-desk-request-form-student.html> Email: itshelp@hccc.edu | Phone: (201) 360-4310

**Manage your
Financial Aid
on your own terms and
begin your journey
to successful funding
of your education!**

**If you need help, contact your
Financial Aid Counselor.**

BOOK VOUCHER

Book Voucher Notification

— eligible students will receive a book voucher notification through their portal.

Log on at: <https://myhudson.hccc.edu>.

If you qualify, you will receive a notification titled "Book Voucher." You can go to the Bookstore and purchase your books.

You must read the additional information provided on the Book Voucher.

FINANCIAL AID OFFICE

Journal Square Campus

70 Sip Avenue, Second Floor
Jersey City, NJ 07306
Phone: 201-360-4200
Fax: 201-420-4863

North Hudson Campus

4800 Kennedy Blvd., First Floor
Union City, NJ 07087
Phone: 201-360-4214
Fax: 201-360-4645

Secaucus Center

One High Tech Way,
Secaucus, NJ 07094
201-360-4388

financial_aid@hccc.edu

The Basics of Budgeting

Explore the importance of creating and maintaining a budget, examine the differences between wants and needs, and set goals for spending, saving, and debt management.

How Behaviors Affect Financial Planning

In this workshop, participants will learn the psychology of thoughts and behaviors related to spending, saving, and investing decisions. You will decide if you are a saver or a spender, set financial goals using a specific method, and plan a course of action to achieve that financial goals.

Tax Return Basics

In this workshop participants will learn about the basics of filing a tax return and credits/ deductions available for education.

Entrepreneurship

In this workshop participants will learn about the risks and benefits of entrepreneurship.

Credit and Debt Management

In this workshop participants will learn how to manage their debt and maintain good credit

Student Loans – Borrowing and Repayment

In this workshop participants will learn about how much to borrow each academic year and repayment options.

Building a Budget and Good Financial Health

In this workshop, participants will understand the value of creating a budget, and learn strategies to build a simple budget and pay off debt. They will also learn some core habits to practice and maintain financial health.

Scholarships

By the time you leave this session, you will learn sites to visit for various scholarships, how to simplify the application process and write your es-say.

**Financial Literacy 101**

Financial Literacy 101 is about acquiring a set of skills and knowledge that allows an individual to make informed and effective decisions through their understanding of finances. Education on the management of personal finances is an essential part of planning and paying for post-secondary education.

Calendar of Events for current award year

All events will be announced with a separate flyer via email during the month of the event beginning in October.

Presenters for the events are representatives from financial institutions and members of the HCCC faculty.

Financial Aid Office

70 Sip Avenue (Building A), 2nd Floor, Jersey City, NJ 07306
(201) 360-4200

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201-360-4388

Connect with us!

Like us on FACEBOOK www.facebook.com/hcccfinaid/

Follow us on Twitter twitter.com/hcccfinaid

Students, Parents, Employees, Professors and the Hudson County Community are Welcome!

Federal Work Study Program (FWS)



Tips to Remember

- Be Pleasant & Friendly
- Be Professional
- Be Responsible
- Good Phone Etiquette
- Open Lines of Communication
- Set a Good Example
- Show Commitment

Types of Job Opportunities

- Class Assistant
- Customer Service
- Event Assistant
- Lab Assistant
- Support Staff
- Technical Support
- Tutor

Apply for Federal Work Study Early!

Positions are filled on a first come, first served basis.

Placement is not guaranteed.

The Federal Work Study Program is a government subsidized employment program designed to assist students in financing their education. Students, if qualified, may receive an award per year. Federal Work Study is different from other types of part-time jobs because it is a grant.

Fall and Spring Eligibility

FWS is available at the Journal Square, North Hudson, and Secaucus Campuses



What FWS Can Do for You

- Community Service
- Develop Career Contacts
- Earn Extra Money
- Enhance Job Skills
- Gain Employment
- Learn Life Skills
- Manage Your Time More Efficiently
- Real World Work Experience
- Reduce Student Loan Debt
- Support Adjustment to Campus Life
- Work 10-20 Hours per Week

Examples of Departments That Employ FWS Students

Academic Development and Support Services
Academic Affairs
Administration & Finance
Advisement & Counseling
Business, Culinary Arts
& Hospitality Management
Continuing Education
Communications
Cultural Affairs
English/ESL
EOF
Financial Aid Office
Humanities & Social Sciences
Information Technology Services
Institutional Research & Planning
Library
Nursing and Health Science
President's Office
Student Affairs/Student Activities
STEM
Testing & Assessment

Qualifying for FWS

- Complete the FWS application on-line
- Complete the FAFSA and show financial need every academic year
- Complete an Orientation
- Maintain enrollment
- Maintain Satisfactory Academic Progress
- Maintain a good work ethic
- Must be a citizen or eligible non-citizen
- Positive Evaluations

I began the work-study program in the Tutoring Center in the Fall of 2017. I did not have to worry about my hours interfering with my classes because they were very flexible with my class schedule. I learned the environment of the center by assisting with office work, helping out at the front desk, and introduced students to their new tutors. I became interested in becoming a tutor myself so by the end of the semester I applied for a tutoring position. The next semester I was a part-time English and ESL tutor. Being a work-study student led me to work and help students strive towards their full potential and reach academic success.

- Melanny, Tutoring Center

Civil Rights Compliance

HCCC is an Equal Opportunity Educational Institution and does not discriminate on the basis of race, color, national origin, ancestry, age, sex, sexual orientation, marital status, disability, religion, or any other protected status, as defined by the New Jersey Law Against Discrimination, Title IX or the Educational Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, Title VI and VII of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1991, The Age Discrimination Act of 1975, and all other applicable laws adopted under the U.S. Department of Education.

CONTACT US

Jersey City Campus

70 Sip Avenue, Building A, Jersey City, NJ
201-360-4200

North Hudson Campus

4800 Kennedy Blvd, Union City, NJ 07087
201-360-4214

Secaucus Center

1 High Tech Way, Secaucus, NJ 07094
(201) 360-4388

financial_aid@hccc.edu

Steps for how to use E Signature Forms

BENEFITS OF E-SIGNING YOUR FINANCIAL AID FORMS:

- **Students and parents** can complete, and e-sign required documents on any computer or smart device.
- **Saves Time and Money:** do not have to bring documents into office and can complete them all in one process
- **Improves the Student Experience:** Allows schools to communicate with students using their mobile phone. Students get immediate confirmation that their documents were received.
- **Availability:** Student's ability to sign any form at any time of day from any computer, smart device, e.g. phone, tablet, or computer. Students and their parents complete e-sign and submit all forms online 24/7/365.
 - All financial aid E-Forms will be listed and available in one webpage
 - Each form will have a unique link to the specific E-Form
 - Self-Service Financial Aid will be updated to link to E-Forms
 - FA staff can also email students or parents to the link to a specific E-form
- **Secure:** The E-sign Solution is safe and secure.
- **E-sign forms** are compliant with all federal and state electronic signature requirements.

COMPLETE THE E-SIGN FINANCIAL AID FORMS IN FIVE EASY STEPS

- The E-Sign forms requires a valid email address for you and, if applicable, your parent.
- A validation code will be sent to the email address you enter on the initial screen and must be obtained to continue completing and signing the online form. These e-sign forms are federal e-signature compliant, and allow you and/or your parent to sign and upload any required documentation.
- The upload icon (paper clip) used to attach your required documentation, if needed. Scan the documentation to your computer and then upload it using the icon.
- Once you click finish and all appropriate signatures are provided (student and/or parent), you will receive a confirmation email.
- Please retain a copy of the "Your document has been completed" email for confirmation purposes, as it can serve as documentation of when you submitted the required form.

Financial Aid E-forms can be found at:
<https://www.hccc.edu/paying-for-college/financial-aid/federal-verification.html>

Text Us: (201)744-2767 Email Us: financial_aid@hccc.edu

HAS YOUR INCOME CHANGED?

If you or your parent(s) have an income reduction, you may be eligible to increase your financial aid eligibility!

SUBMIT YOUR FINANCIAL AID EMPLOYMENT INCOME APPEAL NOW!

Students and/or their families experiencing a significant decrease in household income may be eligible to submit an appeal for reconsideration of eligibility for aid.

3 Easy Steps on How to Appeal Your Financial Aid Award

Step 1 Complete the Electronic "Employment Income Appeal Form"
<https://www.hccc.edu/paying-for-college/financial-aid/federal-verification.html>

Step 2 Upload supporting documents

Step 3 Submit Your Appeal

NEED HELP?

Contact the Financial Aid Office at financial_aid@hccc.edu
or call 201-360-4200 text at 201-744-2767



REQUESTING A FREE IRS TAX RETURN TRANSCRIPT

If you need to request a tax return transcript from the IRS, follow one of the methods below to easily obtain one.

Please make sure you request a Tax Return Transcript, and not a Tax Account Transcript or Record of Account, for financial aid verification purposes.

Here are three easy ways to obtain your Tax Return Transcript:

1

ONLINE REQUEST OPTION 1

- Visit www.irs.gov
- Select "Get your Tax Record". Select "Get transcript Online and Click "Create a new account." If you have an existing IRS username, please create a new ID.me account as soon as possible. If you are a new user, please create an account with ID.me.
- The user must have access to valid email address and a tax enable mobile phone (pay as you go plans cannot be used) in the user's name. Please be sure to use your personal email address when creating the account.
- A link will be sent to your email address for verification.
- Choose from the various options to secure your account. (Text message or phone call, Push notification to ID.me authentication mobile app, Code generator application or NFC-Enabled Mobile security key)
- To verify your identity with ID.me, you will need to provide a photo of an identity document such as a driver's license, state ID, or passport. You will also need to take a selfie or video chat with a smartphone or a computer with a webcam. If you need help verifying your identity or to submit a support ticket, you can visit the ID.me IRS Help Site
- Enter the requested information and click continue.
- The transcripts display online upon successful of the IRS's two – step authentication.
- Select "Return Transcript" for the type of Transcript.
- Select the tax year requested and click continue.



2

OPTION 2

- Get Transcript By Mail
- Enter Requested information and click continue
- Select Return Transcript
- If successfully validated, tax filers can expect to receive a paper IRS Return Transcript at the address on file with the IRS within 5 to 10 business days.



TELEPHONE REQUEST

- Call the IRS at 1-800-908-9946
- Enter your Social Security Number or the first person listed on a joint tax return and confirm it.
- Verify address listed on the tax return using only the digits.
(For example, if your address is 221 Main Street, enter only 221; confirm address)
- Select tax information type to receive – Option 2 a copy of your Federal Income Tax Return Transcript
- Indicate the year that you would like to receive the information for example (2016) and confirm the year
- If successfully validated, tax filers can expect to receive a paper copy at the address on file with the IRS within 5 to 10 business days.
- IRS Tax Return Transcripts cannot be sent to an address other than the one on file with the IRS

3

VISIT A LOCAL IRS OFFICE

- If online and telephone requests are not available because of address changes or other errors, please visit a local IRS office to address the problem.
- Locate an IRS office through www.irs.gov.
- Be aware that some IRS offices require that you schedule an appointment and some have limited services. Check with your IRS office that they provide the tax transcript service.
- Bring a form of photo identification (driver's license).
- Request a Tax Return Transcript.
Note that some offices may not have printing services
- The nearest IRS office to Hudson County Community College is located in Newark at 20 Washington Place. The hours of operation are Monday through Friday, 8:30 a.m. - 4:30 p.m. You can contact them via phone at (973) 645-5543
- Allow 5 to 10 business days to receive your Tax Return Transcript.
- Keep a copy of your Tax Return Transcript for your record before you submit it.
- If requesting by mail, the Tax Return Transcript prints on both sides; make sure to copy both sides.
- When requesting the IRS Federal Tax Return Transcript, please remember that it is the Tax Return Transcript and NOT the Account Transcript.



Things to
Remember!

INTERNAL REVENUE SERVICE

Tax Return Transcript  YES

INTERNAL REVENUE SERVICE

Account Transcript  NO

Complete the FAFSA Application at studentaid.gov or the NJ Alternative Financial aid Application for Dreamers (non US citizens or eligible non-citizen) at www.hccc.edu/paying-for-college/financial-aid/dreamers.html


Here is a list of State Aid Programs you may be eligible for:

Community College Community Grant (CCOG)
Tuition Aid Grant (TAG)
Educational Opportunity Fund (EOF) Grant
NJ Student Tuition Assistance Reward Scholarship (NJ STARS)
NJ Governor's Industry Vocations Scholarship (NJGIVS)


Visit hesaa.org for more information



**Do you know how to complete your file for state grants?
Here are the steps to log in to your njfams account
and upload documents: Go to **Upload Documents** (hesaa.org)**



How to Upload Your NJFAMS Documents



TO DO:

- ☐
- ☐
- ☐

What You Will Need to Get Started: Log into your NJFAMS account

- Review your "To Do List" and organize your required documents.
- When ready to submit your documents, click "Upload Document"

Application or Required Documentation	Receipt Date	Action Items	Due By
<input type="checkbox"/> Dependent Student Household Worksheet		Upload Document	
<input type="checkbox"/> Dependent Student Monthly Expense and Resource Statement		Upload Document	
<input checked="" type="checkbox"/> Free Application for Federal Student Aid (FAFSA)	04/15/2023	Complete	
<input type="checkbox"/> IRS Verification of Non-Filing		Upload Document	
<input type="checkbox"/> IRS Wage & Income Transcript - Parent		Upload Document	

Follow these Three Easy Steps:

STEP 1

Select Which Required Document You Want to Upload


- Be sure to remember where they are stored on your computer or phone and limit the size to 10 MB each upload.
- Acceptable formats: .pdf, .docx, .bmp, .gif, .jpg, .jpeg, .png, .rtf, .tif, .txt, .xlsx

Select file(s) to upload: Select Files

Selected file(s):

STEP 2

Click on "Upload Document"



UPLOAD DOCUMENT

Select file(s) to upload: Select Files


Selected file(s):
Federal Income Tax Return Transcript.pdf

Upload Document

Close

STEP 3

To exit, select "Close"



CLOSE

Your document has been uploaded successfully.

Close

Note: If your document is a jpg and multiple pages, you cannot upload multiple pages at once. You must select **each** page.

TO DO:

- ☒
- ☒
- ☒

Your "To Do List" will immediately reflect that your uploaded document is now under review.

- Repeat these three steps for each required document.
- Please allow 15 business days for review of your documents.



Check back often for updates to your "To Do List" and be sure to read your email in case additional information is required.

PAY ATTENTION TO STATE DEADLINES!
OCTOBER 1 - FALL SEMESTER, MARCH 1 - SPRING SEMESTER TO COMPLETE YOUR FILE!

Need additional information?

Contact Customer Care Line:
609-584-4880
or client_services@hesaa.org

Hours for Customer Care Line Only:
Monday through Thursday:
8 a.m. - 8 p.m.

Friday
8 a.m. - 5 p.m.

Do you know what **SAP** or satisfactory academic progress is?

SAP is a set of academic progress standards students must meet before receiving financial aid. Both federal and state funding will be compromised.

What to do to maintain financial aid eligibility if you are not making SAP (satisfactory academic progress).

Here's how in four easy steps:

1 Complete the SAP appeal form within the first two weeks of the semester you are enrolled in at <https://www.hccc.edu/paying-for-college/financial-aid/federal-verification.html> (Scroll to the current FAFSA award year)

2 Be sure to explain the extenuating circumstances that lead to you not progressing academically. Include changes or resources you will use to ensure your future academic success. For maximum time frame appeals, explain why you have not completed your degree program within 150% of the required credit hours for your current degree program.

3 Gather date-specific documentation to support your circumstances, including medical records, paycheck stubs, transcripts, death certificates, or accident reports.

4 Appeals are reviewed in the order received as long as supporting documentation is attached to your request. If approved, your next step is to meet with your academic advisor and complete an academic plan by discussing strategies for your success.



FAILURE TO APPEAL/APPEAL DENIED

You are ineligible for both federal and state financial aid. You must seek alternative enrollment options and sources of funding!

FOR MORE INFORMATION

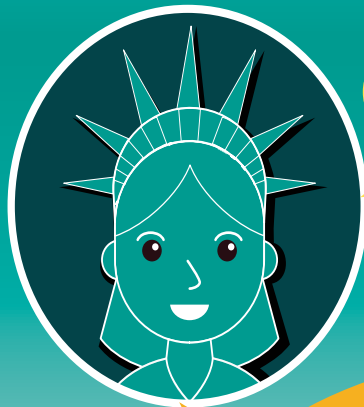
SAP requirements are described in the College's catalog and on myhudson's portal under Financial Aid Satisfactory Academic progress policy. For more information go to: <https://www.hccc.edu/paying-for-college/financial-aid/policies-procedures/satisfactory-academic.html>

QUESTIONS

Please email financial_aid@hccc.edu or call us at 201-360-4200 to speak to a financial aid representative or your counselor.

MUST MEET THE FINANCIAL AID SAP STANDARDS

- 2.0 - must maintain a minimum financial aid GPA of 2.0
- 67% - must successfully complete 67% of hours attempted
- 150% - must complete coursework within 150% of credit hours needed for degree program



Have questions?

Ask Libby! 24/7/365
Now with Live Chat!

<https://www.hccc.edu/#bot>

Financial Aid

70 Sip Ave - 2nd Floor
Jersey City, NJ 07306
(201) 360-4200
financial_aid@hccc.edu

North Hudson Campus

4800 Kennedy Blvd.,
Union City, NJ 07087
(201) 360-4214
Text – (201) 744-2767

HCCC Enrollment Services

70 Sip Avenue - 1st Floor
Jersey City, NJ 07306
(201) 714-7200
admissions@hccc.edu

Admissions or Financial Aid Questions?

Our chatbot, Libby, has got you covered!

Libby will be available throughout certain HCCC webpages to assist with questions and provide information. You may meet Libby by clicking on the orange bubble in the lower right corner of the webpage. And, of course, you can still call, email, or visit us if you have any questions!

VOTE

REGISTER NOW at:
<https://voter.svrs.nj.gov/register>

New Jersey Voter Registration Information

Democracy is not a spectator sport. It requires continual work to protect it and keep it strong. The best way to protect and strengthen our democracy is to participate in it!

You are entering a new phase of your lives where you will have even more influence in what happens in your local community, the state and the country. As a citizen, your active civic participation as a voter is essential in that process. The first step in that process is to register to vote.

To register in New Jersey, you must be:

- A U.S. citizen
- At least 17 years old, though you may not vote until you have reached the age of 18
- A resident of the county for 30 days before the election
- You are not serving a sentence of Incarceration as a result of a conviction of an indictable offense under the laws of this or another state or of the United States.

Financial Aid File Completion Leads to Success!



FINANCIAL AID OFFICE:

JOURNAL SQUARE CAMPUS

70 Sip Avenue, Building A, Jersey City, NJ 07306
(201) 360-4200

NORTH HUDSON CAMPUS

4800 Kennedy Boulevard, Union City, NJ 07087
(201) 360-4214

SECAUCUS CENTER

One High Tech Way, Secaucus, NJ 07094
(201) 360-4388

HUDSON ONLINE:

Many courses and nine fully online degrees!
www.hccc.edu/programs-courses/col/index.html

Any further questions email us at financial_aid.hccc.edu