

SUNY POLY

FINANCIAL AID NEXT STEPS

STEP
1

Review the enclosed brochure titled "Understanding Your Financial Aid Plan."

Instructions on how to understand the various sections of your plan are detailed in this guide.

Complete this step within one week of receiving your plan. If you have questions after reviewing the document, contact our office.

STEP
2

Accept, modify, or decline your financial aid in Banner Self-Service. Follow the instructions on the 'Accept your Financial Aid' webpage or the insert in your Financial Aid Plan folder.



Complete this step within two weeks of receiving your plan.

STEP
3

Submit a NYS TAP/Student Aid Payment Application.

If your financial aid plan includes a TAP award estimate and you have not yet applied for state aid, you must do so at www.tap.hesc.ny.gov

Complete this immediately if necessary.

STEP
4

Submit an Excelsior Scholarship Application. If your financial aid plan includes an estimate for an Excelsior Scholarship, visit www.hesc.ny.gov to apply. This application traditionally does not open until late spring.

Enter your email on the HESC website to be notified when the application opens. Complete the application within one week of it opening.

STEP
5

If you are the recipient of any private/external scholarships, submit a copy of the original notification letter to the Financial Aid Office. Note: this may result in an adjustment to the other aid you have received.

Complete within one week of receiving any external scholarship notification letters.

STEP
6

IF YOU WERE SELECTED FOR FAFSA VERIFICATION Fill out the Verification Worksheet, enclosed in your Financial Aid Plan folder. Gather the requested information and return it to our Financial Aid Office.

Complete this step within one week of receiving your plan.

STEP
7

Familiarize yourself with the various financial aid policies at SUNY Poly: sunypoly.edu/admissions/financial-aid/policies.html

Complete this step before the semester starts.