

Financial Aid Documents

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Summary

How to check the status of documents you have turned in to Financial Aid

View Requested Documents

You can view any requested documents or check the status of documents you have already submitted by logging in to your Self-Service account. Once you log in, click on "Financial Aid." If you have documents that have been requested from the Financial Aid Office, you can find them by clicking the "Complete required documents" link near the top of the screen.

Where to Find Forms

From our website, you can download many of the common forms used by our Financial Aid Office. To access the forms, visit abtech.edu/financial-aid, then "Forms and Resources" on the left.

How to Submit Documents

To help ensure the security of your information, the Financial Aid Office no longer accepts documents via email. Please upload your documents to our

secure Financial Aid Office Drop Box. Remember to include your Student ID on all document submissions.

More information about the Financial Aid Office's Document Submission Policy is available on our website.

Document Statuses

Below are the statuses next to each document and their definitions:

RECEIVED – Your document has been received and scanned into our system, but it has not yet been processed. Processing usually takes up to 10 days, but it can sometimes be longer during peak periods.

COMPLETED – The Verification team has reviewed your document and it is complete. If all requested documents have a status of “Completed,” your file is complete and you will be awarded soon. Awarding occurs on Tuesdays unless otherwise noted.

INCOMPLETE – The Verification team has reviewed the document and further action is required on your part. You will receive communication from the Financial Aid Office about your next step. It is very important that you check your student email account frequently for any updates from the Financial Aid Office.

Key Words: Financial Aid, documents, verification, status, award, paperwork, financial, aid, financial aid forms, forms

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