



# FAMILY OF FAITH COLLEGE

A LIGHT TO THE NATIONS

## Financial Aid Instructions

FFC has partnered with Weber and Associates, Inc. to provide our students with an online system for automating the process for application for financial aid. The system is called the Virtual Financial Aid Office, or VFAO. To receive any student financial aid at FFC, you will be required to use this system.

To begin the process, please follow the following instructions:

1. File your FAFSA with the U.S. Department of Education at <http://www.fafsa.ed.gov>.
2. Go to <http://familyoffaithcollege.vfao.com> and register as a new user.
3. Log on to the system and start your Student Interview.
4. Refer to the FAQ's from the drop down menu for tips and instructions as you go.
5. Be sure to sign the Master Promissory Note if you intend to apply for student loans, and complete your entrance counseling.
6. During the interview it will be necessary for you to indicate your enrollment periods for this academic school year. Please mark all semesters you intend to attend. (*Note: For ADVANCE students, just mark the fall and/or spring semester(s) disregarding the dates shown.*)
7. During the interview you will be advised of your costs of attendance. Please note that these costs are based on an average full-time load, based upon your program designation. The costs of attendance are a combination of allowances for tuition, fees, books, room and board, travel, and other expenses. You may or may not incur the total amount shown. You will only be responsible to FFC for any tuition, fees, and any dorm charges you actually incur. All other expenses are in your control. The optional costs listed are necessary for you to maximize the financial aid available to you, and therefore are not optional for you to deselect. Again, these costs are in your control and are not charged to you by FFC (i.e., computer equipment or software).
8. Once you have completed the interview, select "Done" to submit your student interview.

Once you have completed this process, you should expect to receive an award letter of approved aid by email within 2-3 weeks from the date you submit your student interview. In the event that you are selected by the U.S. Department of Education for verification of the data on your FAFSA, you will be notified of the required documentation via email. If you need assistance in submitting required documentation, contact Dara Gilliam at the FFC on-campus financial aid office.