



**Higher Education  
Services Corporation**

# **New York State Tuition Assistance Program (TAP) Application Process**

# Applying for TAP

## A Student's Experience



# Two Pathways to Apply for NYS Aid

## FAFSA to NYS Student Aid

PRINT THIS PAGE

Start your state application to apply for New York state-based financial aid.

Does your brother or sister need to complete a FAFSA?

If so, you can transfer your parents' information into a new FAFSA for your brother or sister to save time. Your parents will have to provide a signature again, but that's all.

NEW YORK STATE OF OPPORTUNITY Higher Education Services Corporation Contact Us

### NYS Student Aid Payment Application

Welcome to the *New York State Student Aid Payment Application!* This online application process allows you to apply for New York State's Tuition Assistance Program (TAP), as well as request a payment for a scholarship for which you have already been selected.

You must submit a FAFSA application to receive payment for TAP. If you have not submitted a FAFSA, go to <https://fafsa.gov>.

A HESCPin account is required to apply. If you currently do not have one you will be able to create one.

[Start my application](#)

If you have any questions, click the **Contact Us** link above.

**Important:** Due to the COVID-19 virus public health emergency, the processing of applications may be delayed while we work to resume normal operations.

## NYS DREAM Act Application

NEW YORK STATE

Services News Government Local

Higher Education Services Corporation Prepare Pay Repay Contact

Senator José Peralta New York State DREAM Act

# NYS DREAM Act Pathway

NEW YORK STATE

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Q Search Translate

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**Senator José Peralta New York State DREAM Act**

**START YOUR APPLICATION**

By clicking Apply Now, you will be directed to the DREAM Act application, powered by International Scholarship & Tuition Services (ISTS).

**APPLY NOW**

**USER GUIDE-ENGLISH**

**USER GUIDE-SPANISH**

**USER GUIDE-TRADITIONAL CHINESE**

[hesc.ny.gov/dream](https://hesc.ny.gov/dream)

- For students who do not meet citizenship eligibility for federal aid, such as undocumented and DACA students
- Students must meet special eligibility criteria
  - Graduating from a NYS high school after attending high school in NYS for two or more years

# Complete DREAM Act Eligibility Application

## New York State DREAM Act Eligibility Form

\* indicates a required field.

### New York State Financial Aid

\*For what level of study are you seeking financial aid?

\*What year did/will you first enroll in undergraduate studies? (YYYY)

\*For what school year are you looking to receive financial aid?

### Student High School Education Details

This section is used to identify your high school completion status to determine your eligibility under the provisions of the New York State DREAM Act. (For assistance in answering this question, read [here](#).)

\*What will your status be when you begin college in the school year you selected above?

*If you are currently enrolled or were previously enrolled in college, provide the year you first attended college, even if you did not complete a term. If you will be graduating from high school or earning your high school equivalency diploma this year, please enter the year in which you will or intend to first enroll in college.*

### Student Citizenship and Immigration Status

[Chat](#)



# Upload Supporting Documents

- Students are not required to upload documents at point of application

**Supporting Documents**

The following documents are required to complete your eligibility verification application. If you are without lawful immigration status, or if you or your parent(s) do not have an SSN or TIN, please remove your street address and/or parent name(s) from all documents before uploading.

- **Proof of Citizenship or Immigration Status:** You must provide your Visa, I-797, USCIS Approval Letter, Birth Certificate, Social Security Card, TIN Documentation, or ISS1 Permanent Resident Card or Alien Receipt Card to provide evidence for the immigration status you selected.
- **New York State High School Transcript or Equivalency Diploma Documentation (Unofficial):**
  - **High School Transcript:** If you received a New York State high school diploma, you must provide a transcript(s) from a New York State high school showing you were in attendance for at least two (2) years and it must have your graduation date. If your transcript does not show your graduation date you must also provide your high school diploma. (Upload as a .zip file by referring to the Upload FAQ)
  - **New York State High School Equivalency Diploma Documentation:** If you obtained your New York State high school equivalency diploma, you must upload your documentation.

Do not copy and paste the information into Microsoft Word™ or any other word-based program. It will not be reviewed and will result in an incomplete application.

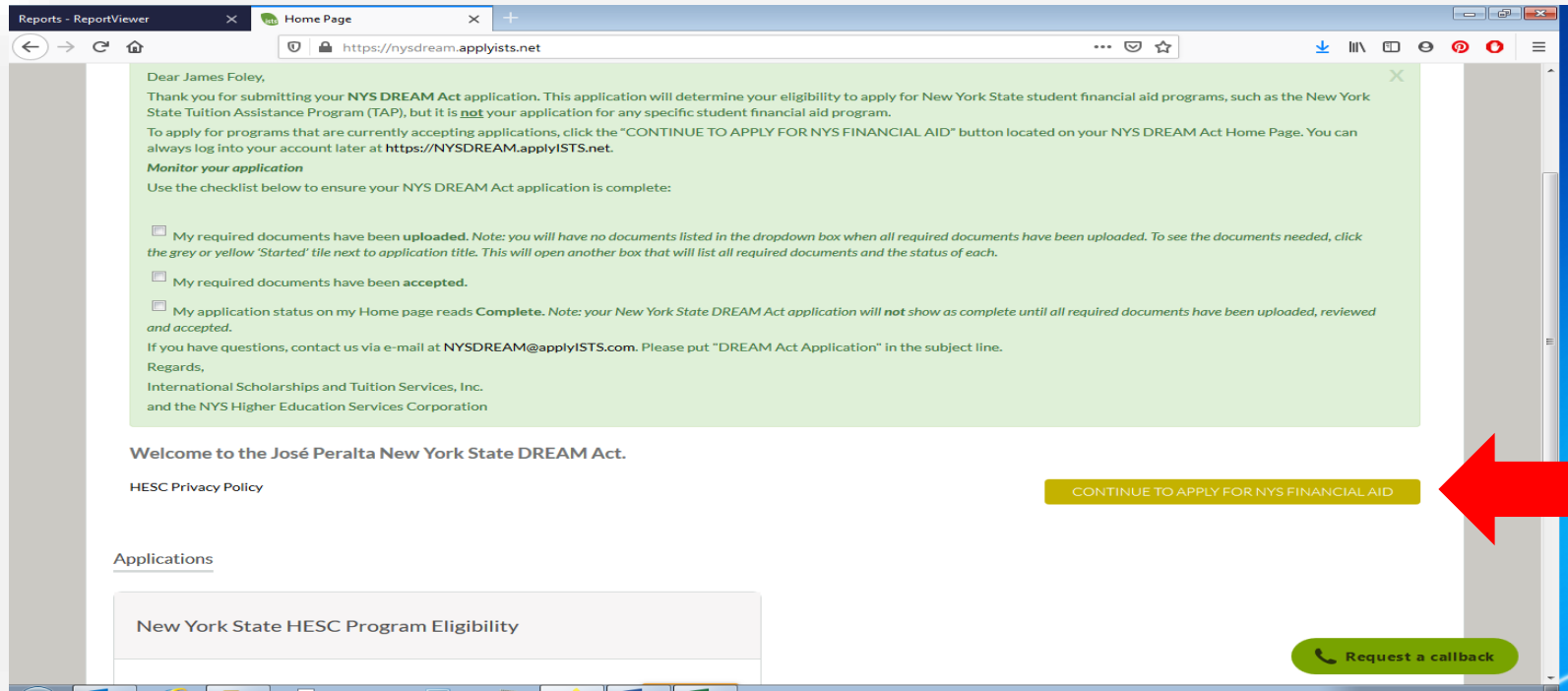
**Upload Instructions**

- All documents must be uploaded by you directly to this form.
- Select the corresponding item in the drop down and click **Browse** to locate the file saved on your computer.

[Request a callback](#)



# After Submitting Eligibility, Apply for TAP



Dear James Foley,

Thank you for submitting your NYS DREAM Act application. This application will determine your eligibility to apply for New York State student financial aid programs, such as the New York State Tuition Assistance Program (TAP), but it is **not** your application for any specific student financial aid program.

To apply for programs that are currently accepting applications, click the "CONTINUE TO APPLY FOR NYS FINANCIAL AID" button located on your NYS DREAM Act Home Page. You can always log into your account later at <https://NYS DREAM.act.applyISTS.net>.

**Monitor your application**

Use the checklist below to ensure your NYS DREAM Act application is complete:

- My required documents have been **uploaded**. Note: you will have no documents listed in the dropdown box when all required documents have been uploaded. To see the documents needed, click the grey or yellow "Started" tile next to application title. This will open another box that will list all required documents and the status of each.
- My required documents have been **accepted**.
- My application status on my Home page reads **Complete**. Note: your New York State DREAM Act application will **not** show as complete until all required documents have been uploaded, reviewed and accepted.

If you have questions, contact us via e-mail at [NYS DREAM.act.applyISTS.com](mailto:NYS DREAM.act.applyISTS.com). Please put "DREAM Act Application" in the subject line.

Regards,  
International Scholarships and Tuition Services, Inc.  
and the NYS Higher Education Services Corporation

Welcome to the José Peralta New York State DREAM Act.

[HESC Privacy Policy](#)

[CONTINUE TO APPLY FOR NYS FINANCIAL AID](#)

Applications

New York State HESC Program Eligibility

[Request a callback](#)



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# Apply for TAP and Other NYS Financial Aid

**Financial Aid Programs**

\* Indicates a required field.

### New York State Financial Aid Programs

Click on a financial aid program to view the eligibility details and the application period for the 2019-20/2020-21 school year.


- Tuition Assistance Program (TAP) - Application Period: October 1, 2018 - June 30, 2020
- Children of Deceased and Disabled Veterans - Application Period: October 1, 2019 - June 30, 2020
- Memorial Scholarship for Families of First Responders/Public Safety Officers - Application Period: October 1, 2019 - June 30, 2020
- Science, Technology, Engineering and Mathematics (STEM) Incentive Program - Application Period: October 1, 2019 - June 30, 2020
- Veterans Tuition Awards - Application Period: October 1, 2019 - June 30, 2020

\*Select the financial aid program for which you would like to apply.

**APPLY NOW**

Select

- Select
- 2020-21 Tuition Assistance Program (TAP)
- 2019-20 Tuition Assistance Program (TAP)
- Children of Deceased and Disabled Veterans
- Memorial Scholarship for Families of First Responders/Public Safety Officers
- Science, Technology, Engineering and Mathematics (STEM) Incentive Program
- Veterans Tuition Awards





# Monitor Status on NYS DREAM Act Portal

Welcome to the José Peralta New York State DREAM Act.

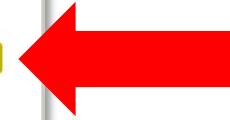
[HESC Privacy Policy](#)

[CONTINUE TO APPLY FOR NYS FINANCIAL AID](#)

Applications

Excelsior Scholarship	2019-20 TAP Tuition Assistance Program (TAP)
<a href="#">Excelsior Application</a> <b>STARTED</b>	<a href="#">TAP Application</a> <b>STARTED</b>
New York State HESC Program Eligibility	
<a href="#">NYS DREAM Act Application</a> <b>STARTED</b>	

Please note that all documents are processed within 5-7 business days from receipt.



# FAFSA to TAP Pathway

PRINT THIS PAGE

Start your state application to apply for New York state-based financial aid.

Does your brother or sister need to complete a FAFSA?

If so, you can transfer your parents' information into a new FAFSA for your brother or sister to save time. Your parents will have to provide a signature again, but that's all.

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NYS Student Aid Payment Application

- Applicants must file FAFSA prior to applying for NYS aid
- Must also meet FAFSA citizenship criteria (US Citizen or Permanent Resident)

Welcome to the New York State Student Aid Payment Application! This online application process allows you to apply for New York State's Tuition Assistance Program (TAP), as well as request a payment for a scholarship for which you have already been selected.

You must submit a FAFSA application to receive payment for TAP. If you have not submitted a FAFSA, go to <https://fafsa.gov>

A HESCPin account is required to apply. If you currently do not have one you will be able to create one.

[Start my application](#)

If you have any questions, click the [Contact Us](#) link above.

**Important:** Due to the COVID-19 virus public health emergency, the processing of applications may be delayed while we work to resume normal operations.

# Must Indicate NYS Resident on FAFSA

Student Residency and Eligibility

Student Demographics | School Selection | Dependency Status | Parent Demographics | Parent Financials | Student Financials | Sign & Submit | Confirmation

**STUDENT INFORMATION**

**i** You are eligible to transfer your FAFSA information into New York's state student aid application. Use the **Start your state application** link on the FAFSA confirmation page to transfer your information.

**Note:** This feature is only displayed once on the confirmation page after submitting your FAFSA.

Have you lived in New York for at least 5 years? ?

Yes  No

Are you a U.S. citizen? ?

Yes, I am a U.S. citizen (or U.S. national)

PREVIOUS NEXT

AT&T Wi-Fi 5:09 PM 100%

< Back myFAFSA

Student Information ?

Have you lived in New York for at least 5 years?

Yes ✓

No

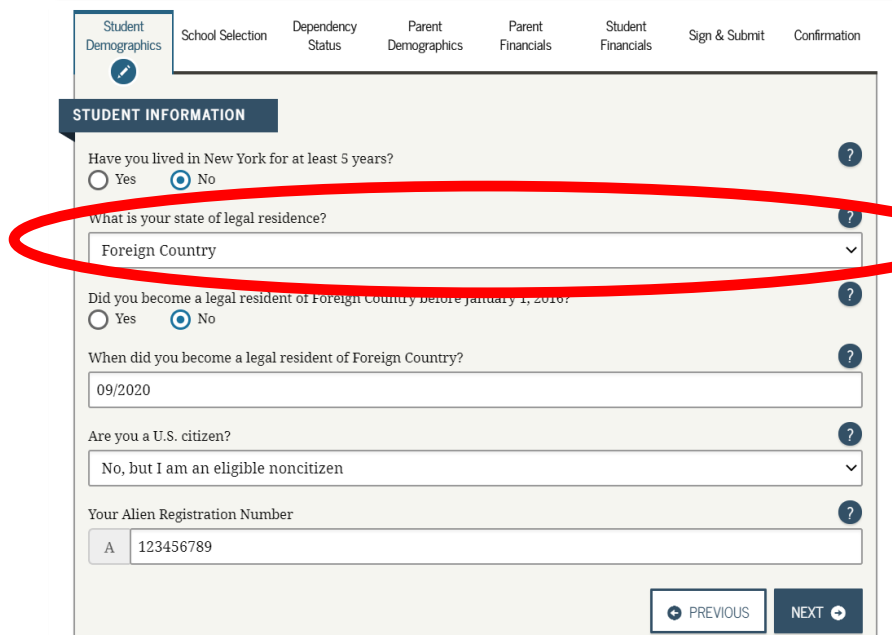
NEXT



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# Common Mistake: State of Legal Residence



Student Demographics | School Selection | Dependency Status | Parent Demographics | Parent Financials | Student Financials | Sign & Submit | Confirmation

### STUDENT INFORMATION

Have you lived in New York for at least 5 years?  
 Yes  No

What is your state of legal residence?  
Foreign Country

Did you become a legal resident of Foreign Country before January 1, 2010?  
 Yes  No

When did you become a legal resident of Foreign Country?  
09/2020

Are you a U.S. citizen?  
No, but I am an eligible noncitizen

Your Alien Registration Number  
A 123456789

PREVIOUS NEXT

- Students must be sure to list New York for the “State of Residence” question on FAFSA
- TAP application is not available for anyone indicating they live outside of NYS on FAFSA



# Must List a College Located in NYS

Selected Colleges and Housing Plans

Student Demographics **School Selection** Dependency Status Parent Demographics Financial Information Sign & Submit Confirmation

**STUDENT INFORMATION**


For each school listed, select the appropriate housing plan from the dropdown list.

**School Name:** Suny At Albany  
**Federal School Code:** 002835  
**Housing Plans:** On Campus

VIEW COLLEGE INFO

ADD MORE SCHOOLS

PREVIOUS NEXT




myFAFSA

School Selection

Review School Information

CUNY-BERNARD BARUCH COLLEGE  
 NEW YORK, New York  
 Federal School Code: 007273  
 Housing Plan

FORDHAM UNIVERSITY  
 BRONX, New York  
 Federal School Code: 002722  
 Housing Plan

NEW SEARCH NEXT



# FAFSA Confirmation Page Link

**Congratulations, first!**  
Your FAFSA was successfully submitted to Federal Student Aid.

Confirmation Number: F 19300001409 08/17/2018 14:10:6  
Data Release Number (DRN): 1672

**What Happens Next**

- You will receive an e-mail version of this page.
- In 3-5 business days, you will receive an e-mail notifying you that your FAFSA was processed.
- Your FAFSA information will be made available to your school(s), and they will use it to determine the aid you may be eligible to receive.
- Your school(s) will contact you if they need more information or when they are ready to discuss your financial aid award.
- If you have questions about your financial aid package, contact your school(s).

An abbreviated version of your confirmation page has been sent to you at the e-mail address:  
[student@fsa.gov](mailto:student@fsa.gov)

[PRINT THIS PAGE](#)

**Start your state application to apply for New York state-based financial aid.**

**Does your brother or sister need to complete a FAFSA?**  
If so, you can transfer your parents' information into a new FAFSA for your brother or sister to save time. Your parents will have to provide a signature again, but that's all.

[Expand All](#)

> Estimated Expected Family Contribution (EFC) = 000000

> Foster Care Information

> School(s) on your FAFSA:

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## [NYS Student Aid Payment Application](#)

Welcome to the *New York State Student Aid Payment Application!* This online application process allows you to apply for New York State's Tuition Assistance Program (TAP), as well as request a payment for a scholarship for which you have already been selected.

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A HESCPin account is required to apply. If you currently do not have one you will be able to create one.

[Start my application](#)

If you have any questions, click the [Contact Us](#) link above.

**Important:** Due to the COVID-19 virus public health emergency, the processing of applications may be delayed while we work to resume normal operations.

TAP may be unavailable every Sunday from 1:00 a.m. to 11:00 a.m. Eastern Time. We apologize for any inconvenience this may cause.

[Terms and Conditions](#) [Privacy Policy](#) [Accessibility Policy](#) [Browser Requirements](#)

# Applying for TAP Without Using FAFSA Link

- If an applicant misses or has an issue using the TAP application link on the FAFSA confirmation page, then they must wait three to five days for their FAFSA to be processed and received by HESC before trying to apply for the TAP application on [hesc.ny.gov](http://hesc.ny.gov)

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Partner Access | Student Access

f | | | ENHANCED BY Google

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Everything you need to know about financial aid and financing a college education is one click away.

START NOW

**Types of Aid**  
Money for college comes in many forms. Explore the types of aid available.

**Apply**  
Follow these steps to apply for financial aid. To receive aid, you must apply!

**All about TAP**  
The TAP application process begins with the Free Application for Federal Student Aid (FAFSA).

# Creating a HESC Account: Outline

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## HESCPIN Authentication System - Create an Account

### Outline

You must have a HESCPIN account to continue with NYS Student Aid Payment Application.

HESCPIN is New York State Higher Education Services Corporation's authentication system. It is used to enter secure HESC Internet services. When you set up a HESCPIN account, you will create a User ID and a Personal Identification Number (PIN). Your User ID and PIN will be used to sign in to the HESCPIN system and visit secure HESC Internet services.

The following Web pages will walk you through the steps to create a HESCPIN account. Click the "Next" button to start. Click the "Exit" button to leave.

#### Steps:

1. Accept Terms and Conditions
2. Check Your Identity
3. Enter Account Information
4. Enter Secondary Contact Information (Optional)
5. Create a User ID
6. Create a PIN

Next Exit






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# Accept Terms & Conditions

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## HESCPIN Authentication System - Create an Account

### Accept Terms and Conditions

In order to create a HESCPIN account, you must read and agree to the following terms and conditions. If you accept these terms, mark the checkbox at the bottom of the page and click the "Next" button. If you do not accept the terms or do not want to create a HESCPIN account, click the "Exit" button.

 The New York State Higher Education Services Corp. ("HESC"), an agency of New York State, operates [www.hesc.ny.gov](http://www.hesc.ny.gov) ("site") to conduct its business and as an informational source for the public. We welcome you and invite you to use it.

Your access to and use of this site is subject to the following Terms and Conditions, and applicable law and regulations. HESC may revise these Terms and Conditions anytime without notice. They bind you whenever you access or use this site, so you should review these pages periodically.

 **Using [www.hesc.ny.gov](http://www.hesc.ny.gov)**

Whenever you access this site or use this site, you accept without limitation, these Terms and Conditions. This site is intended for authorized use by authorized users only. Unauthorized attempts to upload or alter information on this site are strictly prohibited and may be punishable under state and federal law. Unauthorized attempts to view, download or alter the private information of other users contained herein is strictly prohibited and may be

I have read and accept the Terms and Conditions listed above. \* (Check this box):

Next

Exit



# Confirm Identity Information

Prepare Pay Repay Contact

## HESCPIN Authentication System - Create an Account

### Confirm Identity Information

The following information will be used for identity verification. Review the identity information that you have entered. If all information is correct, click the "Next" button to check your identity. If any information is incorrect, click the "Go Back" button to enter the correct information. To leave without verifying identity, click the "Exit" button.

#### User Information

\*SSN: \*\*-\*4567  
 \*Date of Birth: 01-01-1999  
 \*First Name: JOHN  
 \*Last Name: STUDENT  
 Middle Initial: M

#### Address Information

Please provide mailing address information to which printed communications and notifications can be delivered. Do not enter an email address.

\*Mailing Address Line 1:  
 Mailing Address Line 2:  
 \*City:  
 \*US State/Territories: NEW YORK  
 \*Zip Code:  
 Zip 4:

#### Telephone Information

\* Please complete at least one of the following, or both if available:

Landline Telephone Country Prefix: UNITED STATES - 1  
 Landline Telephone Number:  
 Mobile Telephone Country Prefix: UNITED STATES - 1  
 Mobile Telephone Number:

Go Back Next Exit



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# HESC Account: Identity Verification

- HESC verifies all student identity from their FAFSA application data when they first create their HESC User ID and PIN
- If the identity does not match any FAFSA on file, then the student will be asked to provide a NYS DMV-issued ID to validate their identity
  - Driver's License, Learner's Permit, Non-Driver's License ID






# Identity Verification Errors

- Mostly occurs when student creates a HESC account without linking from FAFSA confirmation page
- Student may need to cancel/recreate their HESC account to resolve
  - Student's name spelling (including multiple last names), date of birth, and/or their Social Security Number must match on both FAFSA and HESC



# Enter Account Information

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## HESCPIN Authentication System - Create an Account

### Enter Account Information

Step 3: Enter your account information, then click the "Next" button. To leave without creating a HESCPIN account, click the "Exit" button.  
Required information is marked with a \*.

Name:

Enter the following information:

\* A valid email address is required for you to perform an account reset.

\* First E-Mail:

\* Re-enter First E-Mail:

If our E-Mail is returned for some reason and you wish to supply a second E-Mail address for us to try, please enter it below.

Second E-Mail:

Re-enter Second E-Mail:

Select a challenge question and provide an answer. Challenge questions will be used to help with forgotten User IDs or PINs.

\* Challenge Question:

\* Challenge Answer:

### Consent to Communication

I consent to HESC communicating with me in connection with any Program for which I apply using any phone number, email address or by any other current or future means of communication, regardless of whether I incur a cost, that I provide to HESC, now or in the future, or that HESC obtains from any other source.

\* I Consent



# Create a User ID

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## HESCPIN Authentication System - Create an Account

### Create a User ID

Step 5: Enter a User ID that you would like to use in the HESCPIN system, then click the "Next" button. To leave without creating a HESCPIN account, click the "Exit" button.

**Rules for Creating a User ID**

Every User ID in the HESCPIN Authentication System must be different.

Your User ID must have at least 8 characters, but not more than 16 characters.

You must use a combination of both letters (A-Z) and numbers(0-9) in your User ID. User ID's are not case sensitive.

You must not use special characters ( \_ , - , + , % , \$ , # , @ , . , etc . ) or spaces in your User ID.

Choose a User ID that does not contain information that identifies you personally such as Social Security Number (SSN) or Date of Birth.

You will be given three chances to create your own User ID before the system creates one for you.

Required information is marked with a \*.

\* User ID:

Next Clear Exit






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# Create a Pin

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## HESCPIN Authentication System - Create an Account

### Create a PIN

Step 6: Enter a Personal Identification Number (PIN) that you would like to use, then click the "Next" button. To leave without creating a HESCPIN account, click the "Exit" button.

**Rules for Creating a PIN**

- PINs must be 4 numbers (0-9) long.
- Your PIN must not be one number repeated 4 times (example: 1111 or 9999), or 4 numbers in order going either up (example: 1234 or 6789) or down (example: 3210 or 9876).
- Your PIN must not be equal to the year of your date of birth (example: 1980), or the month and day of your date of birth (example for May 20th: 0520).
- PINs must not be the current year.
- Your PIN must not be the last four digits of your SSN.
- Your PIN must not be part of your User ID (example: If your User ID is borrower4267, your PIN must not be 4267).
- This PIN may be the same number that you use in other secure places.
- Store your PIN in a secure location. Do not share your PIN with others.

Required information is marked with a \*.

\* PIN:

\* Re-enter PIN:

Next
Clear
Exit



# Notification of a Security Incident

## Higher Education Services Corporation

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Prepare Pay Repay Contact

### Electronic Notification in the Event of a Security Incident

Required information is marked with a \*.

If computerized data that includes non-public, personal information in HESC's possession concerning any individual is acquired, or if there is a reasonable belief that such information may have been acquired, by an unauthorized person or persons, HESC is obligated to notify the individual whose information is involved.

HESC shall, at your option, contact you for this purpose in one of two ways, either electronically at the HESCPin e-mail address on-file, or by a letter sent via First Class mail.

I have read and understand the Terms and Conditions listed above. I also give HESC my express consent to send an electronic notification to me in the event of any security incident involving my non-public, personal information in HESC's possession, and I understand that I will not receive any paper notification of the incident by mail. Such electronic notification should be sent to me at the e-mail address associated with my HESCPin.

Name: STUDENT, JOHN M.

\* Security Incident Notification Preference:

- I accept email notification  
 I decline email notification and request notification by mail

Next Exit



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# HESC Notifications

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## HESCPIN Authentication System - HESC Notifications

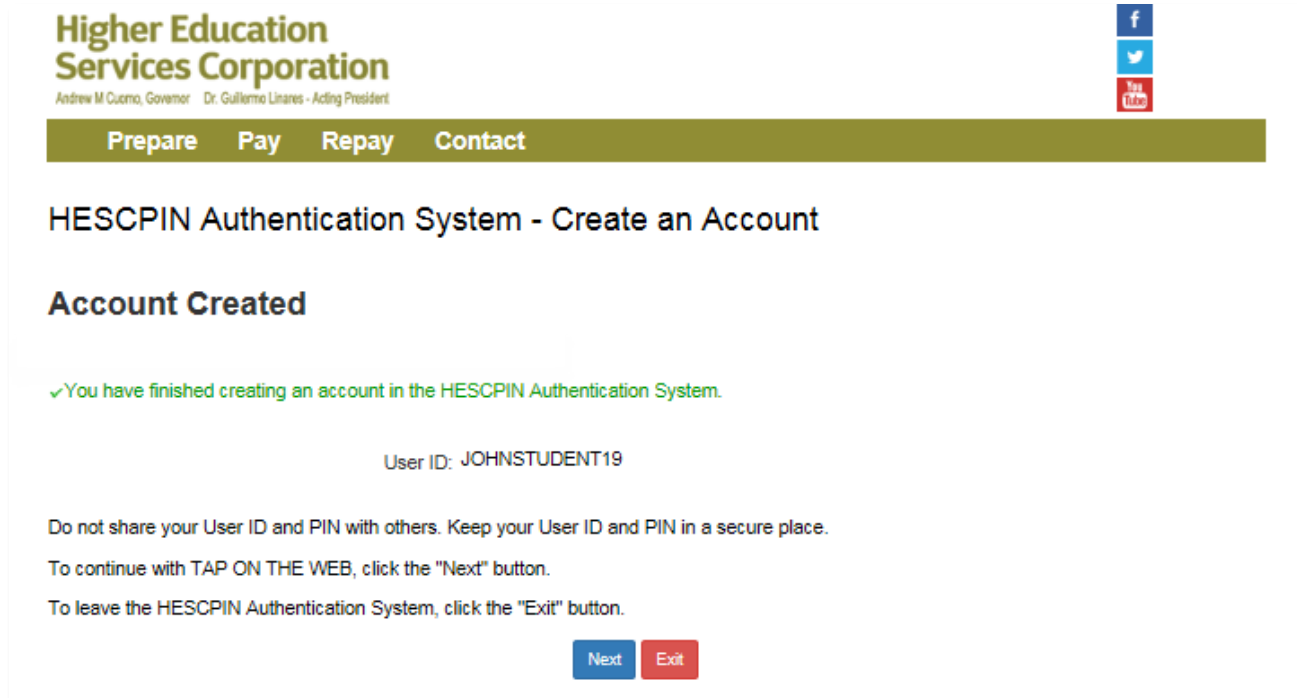
To serve you better, HESC would like to send you periodic emails designed to keep you up to date on news about student financial aid and accessing a college education. If you choose not to subscribe, you will only receive the standard emails from HESC regarding the New York State financial aid award programs for which you applied.

Yes, I would like to subscribe to receive the latest information about federal and New York State financial aid.

[Next](#) [Exit](#)



# Account Created



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## HESCPIN Authentication System - Create an Account

### Account Created

✓ You have finished creating an account in the HESCPIN Authentication System.

User ID: JOHNSTUDENT19

Do not share your User ID and PIN with others. Keep your User ID and PIN in a secure place.


To continue with TAP ON THE WEB, click the "Next" button.

To leave the HESCPIN Authentication System, click the "Exit" button.

Next Exit



# Academic Year Selection Screen

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[Si desea llenar la versión en español de la solicitud, pulse aquí.](#) [NYS Student Aid Payment Application](#)

What academic year do you want to apply for NYS Student Aid?


[Next](#)

TAP may be unavailable every Sunday from 1:00 a.m. to 11:00 a.m. Eastern Time. We apologize for any inconvenience this may cause.

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# Application Navigation and Deadline

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## NYS Student Aid Payment Application

### Completing the Online Application

In this application, you can

- Review and confirm the information presented to you
- Supply additional information
- Change and correct information, as needed

Please remember that missing information could delay the processing of your application!

Information will be presented to you in a series of screens, which may be prefilled with information you provided on an application for State or Federal student aid. We recommend that you move back and forth through the various screens by clicking the **Previous** or **Next** buttons provided in the application instead of the browser back and forward buttons. This will avoid using your browser's cache (memory), which can prevent us from saving or verifying data that you have entered.

**NOTE: Your application must be submitted by 12:00 AM EST on July 1, 2022.**

[Next](#)


TAP may be unavailable every Sunday from 1:00 a.m. to 11:00 a.m. Eastern Time. We apologize for any inconvenience this may cause.

Deadline: Submit 2021-2022 TAP Applications by 12:00 a.m. Eastern Time, July 1, 2022.

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# Affirmation

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## NYS Student Aid Payment Application

By continuing with the submission of my application, I will affirm that the information herein is complete and true.

Information regarding my application may be exchanged with other NYS agencies (including NYS Department of Taxation and Finance and the NYS Office of Children and Family Services) to assess my eligibility for NYS financial aid.

HESC will communicate with me in connection with this application, and any subsequent applications for financial aid, using any phone number, email address or by any other current or future means of communication that I provide to HESC or that HESC obtains from any other source, regardless of whether I incur a cost.

Proceed with application

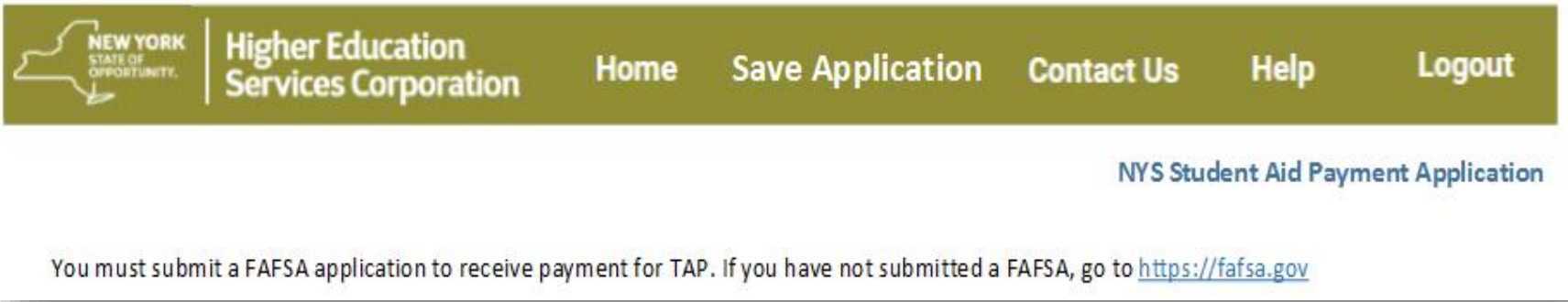
Do not proceed with application

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# “You Must Submit a FAFSA” Error Message




The screenshot shows the top navigation bar of the Higher Education Services Corporation website. The navigation bar is dark green with white text. On the left is the logo for the New York State of Opportunity, featuring a white outline of the state of New York with the text "NEW YORK STATE OF OPPORTUNITY." below it. To the right of the logo is the text "Higher Education Services Corporation". Further right are the navigation links: "Home", "Save Application", "Contact Us", "Help", and "Logout". Below the navigation bar, the text "NYS Student Aid Payment Application" is displayed in blue. Below that, a message reads: "You must submit a FAFSA application to receive payment for TAP. If you have not submitted a FAFSA, go to <https://fafsa.gov>".

- If a student tries to apply for TAP directly on HESC’s website before their FAFSA is processed, then they will see this message

# Personal Information Screen

Application  
may be saved  
for 24 hours

Left navigation  
tracks progress  
through the  
application

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**Personal Information**

Please review the following information and update as needed.

Fields marked with an asterisk(\*) are required fields. Your application cannot be completed and submitted until all of the required fields have been completed.

First Name  MI  \*Last Name

Street Address *(Please use your permanent mailing address.)*

\*City  State  Zip

E-mail Address

If you do NOT have an e-mail address, check this box.

\*Date of Birth *(Cannot be changed, see help text)*  (mm/dd/yyyy)

Did you live in New York State for all of the 2020 calendar year?  Yes  No

If you did not live in New York State for all of the 2020 calendar year, enter month and year in which you moved to New York State. (If you were not a resident in 2020, enter 00/0000)  (mm/yyyy)

Select your current citizenship status (select one):

Are you an honorably discharged veteran?  Yes  No

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# Common Mistake: NYS Residency

Did you live in New York State for all of the 2020 calendar year?  Yes  No

If you did not live in New York State for all of the 2020 calendar year, enter month and year in which you moved to New York State. (If you were not a resident in 2020, enter 00/0000) ⓘ

(mm/yyyy)

- Students who indicate they do not meet the NYS residency requirements will be required to submit a residency review questionnaire.
  - Can be completed electronically through their HESC account ([hesc.ny.gov/myaccount](https://hesc.ny.gov/myaccount))





# New: Citizenship Status Verification


Select your current citizenship status (select one):

Permanent Resident Alien ▼

- HESC will verify student citizenship statuses using information obtained from their processed FAFSA application.
- If FAFSA reports that a student's citizenship status cannot be verified, then documentation must be provided to HESC or FAFSA corrections will need to be submitted.



# Review Prefilled College Info From FAFSA


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**College**

If you filed a 2021-2022 FAFSA, the college displayed below was taken from it. If you did not file 2021-2022 FAFSA or the college listed is not correct for one or more terms, use the **Search** button to select the college you are attending.

If you do not plan to attend any college (or will not attend a college in New York State) in a term listed below, click the **Will Not Attend** button to the right of the term.

If after submitting your application you do not attend the college displayed, you can submit a change on our Web site at [www.HESC.ny.gov](http://www.HESC.ny.gov).

Term <sup>?</sup>	College Name <sup>?</sup>	College Code	Level of Study <sup>?</sup>	Remove Term
Summer	....	....	....	....
Fall	SYRACUSE UNIVERSITY (UNDERGRAD)	0985	Four-year Undergraduate	<input type="button" value="Will Not Attend"/>
Winter	....	....	....	....
Spring	SYRACUSE UNIVERSITY (UNDERGRAD)	0985	Four-year Undergraduate	<input type="button" value="Will Not Attend"/>

To change a college, click “Search”

If not planning to attend this college, click “Will Not Attend” to remove it

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# Student's College ID Number


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Student College ID <sup>?</sup>

Please enter the Student ID **assigned by your college**. If you do **NOT** have a Student ID, check the box.

Please enter the Student ID assigned to you by SYRACUSE UNIVERSITY (UNDERGRAD)

Please re-enter the Student ID assigned to you by SYRACUSE UNIVERSITY (UNDERGRAD)  x

If you do **NOT** have a Student ID for this college, check this box

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If a student does not know their College ID number, then they can check the box and continue



# Student Marital Status


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### Student Marital Status

Please review the following information and update as needed.

As of today, what is your Marital Status? 

Marital Status Date   (mm/yyyy)


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# Independent or Dependent?


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### Dependent Status

Your financial dependence status affects your TAP award. Additionally, applicants who were in Foster Care, Wards of the Court, or Orphans at or after the age of 13 may be eligible for higher awards.

Are you claiming financial independence from your parents? 

Yes  No

Are you a Foster Youth, Ward of the Court, or Orphan at or after age 13? 

Yes  No

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# Common Issue: Independence for NYS Aid

- Students age 36 and older are automatically considered independent for NYS financial aid
- Students ages 22 to 35 may claim financial independence without any special conditions
  - Must be able to answer NO to all Financial Independent Status (FIS) Questions



# Financial Independent Status Questions


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**Financial Independence Status (FIS)** ⓘ

We assumed the following questions should all be answered "Yes". Please review these questions and change your information as needed.

Were you or will you be claimed as a dependent by either of your parents on their 2020 state or federal tax returns?  Yes  No

Were you or will you be claimed as a dependent by either of your parents on their 2021 state or federal tax returns?  Yes  No

Did you live in an apartment, house, or building owned or leased by your parents for more than 6 weeks in 2020?  Yes  No

Did you live in an apartment, house, or building owned or leased by your parents for more than 6 weeks in 2021?  Yes  No

Have you received gifts, loans, or other financial assistance worth more than \$750 from your parents in 2020?  Yes  No

Will you be receiving gifts, loans, or other financial assistance worth more than \$750 from your parents in 2021?  Yes  No

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# Special Conditions

- Students younger than 22 years old who declare financial independence must have a special condition to qualify as independent

The screenshot shows the 'Special Conditions' section of an application form. The header includes the New York State logo and 'Higher Education Services Corporation' with navigation links: Home, Save Application, Contact Us, Help, and Logout. A sidebar on the left lists menu items: COLLEGE, PERSONAL INFO, MARITAL STATUS, DEPENDENT PARENT, PARENT'S INCOME, INCOME, FAMILY MEMBERS, and SUMMARY. The 'Special Conditions' section contains three questions with radio button options for Yes or No. The first question is 'Are both of your parents totally and permanently disabled or declared incompetent?' with 'No' selected. The second question is 'Are you a Ward of the Court or in foster care?' with 'Yes' selected. The third question is 'Are you receiving Public Assistance? Public Assistance DOES NOT include food stamps, unemployment insurance, or aid as a dependent child under the Aid to Families with Dependent Children (AFDC) program.' with 'No' selected. A fourth question is 'Has your family been involuntarily dissolved resulting in relinquishment of your parent's responsibility and control?' with 'No' selected. Navigation buttons for 'Previous' and 'Next' are at the bottom. A footer contains a disclaimer about unavailability on Sundays and a deadline for 2016-2017 TAP applications by June 30, 2017, along with links for Terms and Conditions, Privacy Policy, Accessibility Policy, and Browser Requirements.

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TAP on the Web

**Special Conditions**

Are both of your parents totally and permanently disabled or declared incompetent?  Yes  No

Are you a Ward of the Court or in foster care?  Yes  No

Are you receiving Public Assistance? Public Assistance DOES NOT include food stamps, unemployment insurance, or aid as a dependent child under the Aid to Families with Dependent Children (AFDC) program.  Yes  No

Has your family been involuntarily dissolved resulting in relinquishment of your parent's responsibility and control?  Yes  No

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# Processing for Requests for Independence

- Following the processing of the student's TAP application, a request for information will be put on the student's HESC account with a link to upload documentation verifying their status
  - Students can upload the same documentation shared with their financial aid offices for dependency override on FAFSA



# Dependent Students: Provide Parent Info


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### Parents' Information

The following pages will collect information about your parent(s).

**Please make sure the information you enter (Name, SSN) matches exactly what is reported on the tax return filed by your parent(s).**

**Incorrect information may result in significant delays in the processing of your application.**

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# Parent Marital Status


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### Parents' Marital Status

Please update your parents' information as needed. If you are dependent on your parents, we will use their income to determine your financial aid eligibility. Additional help is available for reporting information if your parents are separated, divorced or remarried, or if one of your parents is deceased or you are adopted. [?](#)

As of today, what is your parents' Marital Status? [?](#) Never Married v

Marital Status Date  (mm/yyyy)

Do your parents live in New York State? Yes v

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Some marital statuses, such as married or divorce/separated will require a month/year



# Parental Income Tax Return Information


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**Parents' New York State Income Tax Return** ?

**NOTE: TAP awards for the 2021-2022 academic year are based on 2019 household income.**

Please indicate the New York State Income Tax Return your parent(s) filed for 2019.

Parents' New York State Income Tax Return for 2019

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Be sure to  
 enter the  
 appropriate  
 2019 NYS tax  
 return type;  
 check taxes if  
 necessary.



# Parent “Will Not File Any Tax Return”

Press continue if the parent did not earn any unreported income in 2019 or report any untaxed income


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### Parents' Unreported Income

You indicated that your parent(s) did not file a 2019 tax return. If they were supposed to file a tax return and did not file one for 2019, you are still obligated to report that income.

NOTE: Pension income and IRA distributions may impact eligibility for TAP. If your parents receive income from a pension and/or IRA distributions, the amount must be included with any unreported income. Additional documentation may be required.

Enter whole dollar amount(s) only.

Did your parent(s) earn any unreported income in 2019?

**No -**


**Yes -**

Enter the amount of income your parent(s) earned in 2019. We will calculate the NYS Taxable Income for you. This value will display on the summary page.

Enter the number of people in your household who are dependent on your parent(s). Do not include Parent 1 or Parent 2, but be sure to include yourself.



# Parent Information


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**Parents' New York State Income Tax Return (continued)**

**NOTE: TAP awards for the 2021-2022 academic year are based on 2019 household income.**

Please enter the filing status your parent(s) checked (X) in Section A of their 2019 New York State Income Tax Return.

Did your parent(s) have pension income in 2019?  Yes  No

Please enter the information for your parent(s), as filed on their 2019 New York State Income Tax Return.

Parent 1's Social Security Number / Tax ID number

*If Parent 1 does not have a SSN/ TIN, check this box*

Parent 1's Last name

Parent 2's Social Security Number / Tax ID number

*If Parent 2 does not have a SSN/ TIN, check this box*

Parent 2's Last name

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If there is a single-parent household, then only one parent's information may be provided

If a parent does not have a SSN or TIN, leave the Social Security Number box blank and check the appropriate box



# Net Taxable Income if No Pension Income


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### Parents' New York State Income

**NOTE:** TAP awards for the 2021-2022 academic year are based on 2019 household income.

Please enter the amount requested below. 

Enter whole dollar amount(s) only.

Please enter the New York Taxable Income from on line 37 of your parents' 2019 IT-201 Tax Return.

New York Taxable Income from line 37

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Income reported from line 37 of the 2019 NYS IT-201 tax return. Will be verified with NYS Tax & Finance




# Common Question: Income Adjustments

- Program regulations only allow for certain special circumstances to qualify for an adjustment of income:
  - Divorce or separation of parents
  - Death of a wage-earning parent
  - Total and permanent disability of a wage-earning parent





# Parents' Disability Information


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### Parents' Disability Information

Please indicate if Parent 1 is permanently disabled.

Parent 1 SMITH 101-01-0101	Is parent permanently disabled? <input type="radio"/> Yes <input checked="" type="radio"/> No	Date parent became disabled: Date <input type="text"/> (mm/yyyy)
-------------------------------	--	---

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# Transition Back to Student Information


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### Student Information

The following pages will collect information about you, the student, and your spouse (if applicable).

**Please make sure the information you enter matches exactly what is reported on the tax return filed by you (and your spouse, if applicable).**

**Incorrect information may result in significant delays in the processing of your application.**

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# Student/Spouse Income Information

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### Student/Spouse New York State Income Tax Return

**NOTE: TAP awards for the 2021-2022 academic year are based on 2019 household income.**

Please indicate the New York State Income Tax Return you and/or your spouse filed for 2019.


Student/Spouse New York State Income Tax Return for 2019

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**Do not  
double report  
parent tax  
info here.**



# Student/Spouse Unreported Income

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### Student/Spouse Unreported Income

You indicated that you did not file a 2019 tax form. If you were required to file a tax form and did not file a return for 2019, you are still under an obligation to report that income. If you or your spouse earned any unreported income in 2019, please enter the amount of income you and your spouse (if you are married), earned in 2019. We will calculate the NYS Taxable Income for you. This figure will display on the summary page.

NOTE: Pension income and IRA distributions may impact eligibility for TAP. If you and/or your spouse (if applicable) receive income from a pension and/or IRA distributions, the amount must be included with any unreported income. Additional documentation may be required.


Enter whole dollar amount(s) only.

Income Amount

Do you have dependent children?




# Other Family Members in College

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**Other Family Members**   
Are other family members attending college full-time?  
 Yes  No

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# Signature Validation (Parent Signature)


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### Signature Validation

Income information for the individual(s) listed below must be verified with the New York State ("NYS") Department of Taxation and Finance to determine eligibility. A legal signature is required to acknowledge and confirm the information submitted. An electronic signature is available and can be used to satisfy this requirement. Alternatively, a handwritten signature may be submitted in accordance with the instructions provided.

Please choose the signature method for each individual:  
**NOTE:** E-Signing requires verification of identity with the NYS Department of Motor Vehicles using a valid NYS Driver License number or NYS Non-Driver Identification number.

	Signature Method	Signature Status
Parent 1 101-01-0101	<input type="button" value="E-Sign"/> <input type="button" value="Paper"/>	<input type="text" value=""/>

Choose E-Sign or paper signature



# E-Signature: NYS DMV-issued ID

E-Signature Validation

Parent 1 - DMVTEST

NYS Driver License Number / NYS Non-driver Identification Number

Date of Birth

I affirm, under penalties of perjury under the laws of New York State ("NYS"), that the information contained and/or submitted herein is true and complete. I authorize the NYS Higher Education Services Corporation ("HESC") to provide NYS agencies with any information needed to verify the statements made herein. I also authorize such agencies to provide HESC with information needed to assess the applicant's eligibility for NYS financial aid, including tax return information, for all periods reported herein and for any and all subsequent periods for which financial aid is sought.

I agree, and it is my intent, to sign this application by typing my name, checking the "I Affirm" box, and by electronically submitting this application. I understand that my signing and submitting this application in this fashion is the legal equivalent of having placed my handwritten signature on the submitted application and this affirmation. I also consent to the submission by HESC to the NYS Department of Motor Vehicles any and all information needed to verify my identity.

\* I Affirm

Please type your first and last name

\* E-Signature

E-Signature Validation

PLEASE NOTE:

- We were not able to process your E-Signature request. Please complete the paper Signature Validation form.

---

Parent 1 - morgan

NYS Driver License Number / NYS Non-driver Identification Number

Date of Birth

I affirm, under penalties of perjury under the laws of New York State ("NYS"), that the information contained and/or submitted herein is true and complete. I authorize the NYS Higher Education Services Corporation ("HESC") to provide NYS agencies with any information needed to verify the statements made herein. I also authorize such agencies to provide HESC with information needed to assess the applicant's eligibility for NYS financial aid, including tax return information, for all periods reported herein and for any and all subsequent periods for which financial aid is sought.

I agree, and it is my intent, to sign this application by typing my name, checking the "I Affirm" box, and by electronically submitting this application. I understand that my signing and submitting this application in this fashion is the legal equivalent of having placed my handwritten signature on the submitted application and this affirmation. I also consent to the submission by HESC to the NYS Department of Motor Vehicles any and all information needed to verify my identity.

\* I Affirm

Please type your first and last name


\* E-Signature

If e-signature does not work, then choose the paper signature option



# Paper Signature Option

- Paper signature pages may be printed or filled in and signed electronically
- Completed pages can be uploaded back through the student's HESC account once their TAP application is processed (three to five days from submission)



**Higher Education  
Services Corporation**

Name: captain M morgan  
 SSN: 091-22-0203 (6)  
 Academic Year: 2021-22

**AFFIRMATION & CONSENT**

PRINT THIS PAGE

One or more signatures are required for the completion of your Tuition Assistance Program (TAP) application for the 2021-22 academic year.

Please print this page, supply the missing signature(s), and return it, using one of the following options:

- Upload using the 'Review My NYS Financial Aid Information' link from the Student Access page on HESC's web site ([www.HESC.ny.gov](http://www.HESC.ny.gov))
- Mail to HESC at  
 NEW YORK STATE HIGHER EDUCATION SERVICES CORPORATION  
 P.O. BOX 15132  
 ALBANY, NY 12212-5132

---

I affirm, under penalties of perjury under the laws of New York State ("NYS"), that the information contained and/or submitted herein is true and complete. I authorize the NYS Higher Education Services Corporation ("HESC") to provide NYS agencies with any information needed to verify the statements made herein. I also authorize such agencies to provide HESC with information needed to assess the applicant's eligibility for NYS financial aid, including tax return information, for all periods reported herein and for any and all subsequent periods for which financial aid is sought.


Parent 1's reported SSN (last 4 digits): 0101  
 Parent 1's reported Last Name: morgan

3 Parent 1's Signature Date





# Successful Signature


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## NYS Student Aid Payment Application

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[COLLEGE](#)

[MARITAL STATUS](#)

[DEPENDENT](#)

[PARENT](#)

[PARENTS INCOME](#)

[INCOME](#)

[FAMILY MEMBERS](#)

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### Signature Validation


Income information for the individual(s) listed below must be verified with the New York State ("NYS") Department of Taxation and Finance to determine eligibility. A legal signature is required to acknowledge and confirm the information submitted. An electronic signature is available and can be used to satisfy this requirement. Alternatively, a handwritten signature may be submitted in accordance with the instructions provided.

Please choose the signature method for each individual:  
**NOTE:** E-Signing requires verification of identity with the NYS Department of Motor Vehicles using a valid NYS Driver License number or NYS Non-Driver Identification number.

	Signature Method	Signature Status
Parent 1 101-01-0101	<input checked="" type="button" value="E-Sign"/> <input type="button" value="Paper"/>	Paper Signed



# Application Summary


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Please review your answers, which are displayed below. If any of the information is not correct, please click on the corresponding link to return to the question and correct your response.

NOTE: Pension income and IRA distributions may impact eligibility for TAP. If you receive income from a pension and/or IRA distributions, you may be required to submit additional documentation.

*This page will display any time you make changes. This page is for your confirmation only. To submit the application, please click **Next** at the bottom of this page.*


Remember to submit your application by July 1, 2022.

Data	Your Answer	Link
<b>Personal Information</b>		
First Name	sam	<a href="#">Modify Your Answer</a>
Middle Initial	p	<a href="#">Modify Your Answer</a>
Last Name	adams	<a href="#">Modify Your Answer</a>
Street Address	9 beer blvd	<a href="#">Modify Your Answer</a>
City	troy	<a href="#">Modify Your Answer</a>
State	NY	<a href="#">Modify Your Answer</a>
Zip Code	12181	<a href="#">Modify Your Answer</a>
E-mail Address	Test.Fafsa@vangent.com	<a href="#">Modify Your Answer</a>
Date of Birth	12/16/2002	<a href="#">Cannot Change</a>
Resident before January 1, 2019?	Yes	<a href="#">Modify Your Answer</a>
New York State Residency Date	N/A	<a href="#">Modify Your Answer</a>
Citizenship Status	U.S. Citizen	<a href="#">Modify Your Answer</a>
Veteran Status	No	<a href="#">Modify Your Answer</a>

Select  
“Modify  
Your  
Answer” to  
change any  
reported  
information



# Submit with Student E-Signature



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## NYS Student Aid Payment Application

I affirm, under penalties of perjury under the laws of New York State ("NYS"), that the information contained and/or submitted herein is true and complete. I authorize the NYS Higher Education Services Corporation ("HESC") to provide NYS agencies with any information needed to verify the statements made herein. I also authorize such agencies to provide HESC with information needed to assess my eligibility for NYS financial aid, including tax return information, for all periods reported herein and for any and all subsequent periods for which financial aid is sought.

I agree, and it is my intent, to sign this application by typing my name, checking the "I Affirm" box, and by electronically submitting this application. I understand that my signing and submitting this application in this fashion is the legal equivalent of having placed my handwritten signature on the submitted application and this affirmation. I understand and agree that by electronically signing and submitting this application in this fashion, I am affirming that I have read, understand, and agree to all provisions of this application.

\* I Affirm

Please type your first and last name

\* E-Signature

If you do not wish to continue to submit your application electronically, please select "Do Not Submit." A paper TAP application can be mailed to you upon request by calling the HESC Communications Center at 888-697-4372.


Submit my application

**Important: Due to the COVID-19 virus public health emergency, the processing of applications may be delayed while we work to resume normal operations.**

Do not submit my application



# Congratulations!


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[NYS Student Aid Payment Application](#)

Congratulations, you have submitted your online application!

HESC will contact you by e-mail when your application has been processed. **However, due to the COVID-19 virus public health emergency, the processing of applications may be delayed while we work to resume normal operations.**

You can check the status of your application at [www.hesc.ny.gov](http://www.hesc.ny.gov). Since all communication from HESC regarding your online application will be via e-mail, it is important that you keep your e-mail address current in our records. You can update your e-mail address through the HESCPin process at [www.hesc.ny.gov](http://www.hesc.ny.gov) and select Student Access at the top of the page.

In some cases, we may need you to provide additional information or we may need to verify information. If this occurs, we will notify you by e-mail requesting the missing information or required verification documents.

To learn about other financial aid programs available to eligible New York State students, visit our [Grants, Scholarships, and Awards Quick Reference page](#).

TAP may be unavailable every Sunday from 1:00 a.m. to 11:00 a.m. Eastern Time. We apologize for any inconvenience this may cause.

Deadline: Submit 2021-2022 TAP Applications by 12:00 a.m. Eastern Time, July 1, 2022.

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# HESC.ny.gov/myaccount

Prepare Pay **Repay** Contact Accommodation

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## My HESC Account Access

### COVID-19 Financial Aid Impact

In response to concerns regarding students whose studies are impacted by the Coronavirus, the New York State Higher Education Services Corporation (HESC) has determined that impacted students receiving NYS financial aid will not suffer negative consequences regarding their current or future awards. HESC is working in partnership with your colleges to ensure your continued eligibility for awards under all circumstances related to the Coronavirus, and will provide you with updates, as needed.

Before you can review your account, you need to authenticate your identity using your HescPIN User ID and PIN. You need to do this only once, when you first access any of the functions below. If you do not already have a HescPIN User ID and PIN, you will be prompted to create one.

Please select from the Student or Parent Account menu to begin.

#### Student or Parent Account

- Change HESC PIN Account/Email address
- Review My NYS Financial Aid Information
- Update College Information
- Request an Application for Student Aid
- View Get on Your Feet Loan Program information
- View Loan Forgiveness Status
- View FFEL Loan History
- View NYHELPS Loan Status
- Make Credit Card Default Loan Payment

### In The Spotlight

NYS Get on Your Feet  
Loan Forgiveness  
Program is Available

### Loan Repayment Advisor START NOW ▶

Complete simple questions and  
create a Repayment Action Plan!



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