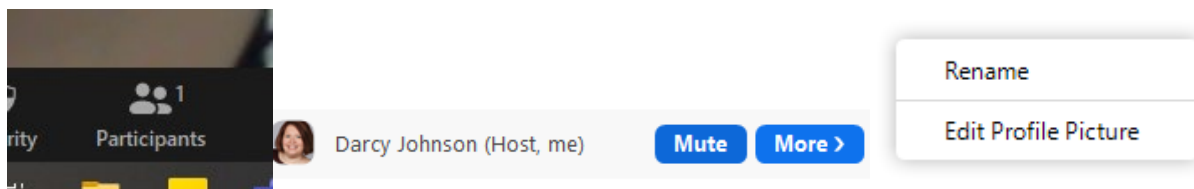


Tips For Successful FAFSA Completion

1. Get prepared
 - a. Complete all steps and collect all information listed on FAFSA Completion Checklist
2. Attend FAFSA Completion Night Zoom event
 - a. On October 6th between 6:00p-7:30pm, log in to <https://emporiastate.zoom.us/j/99261131987> (DO NOT share with others)
 - i. Only one device per FAFSA being completed (i.e. -either student or parent should be logged in, not both)
 - ii. Log in to Zoom from the device you will be completing your FAFSA on
 1. Will allow for screen share if you get stuck
 - iii. Change your Zoom Name to *Student Name – Name of school* (i.e. – Joe Smith – EHS)
 - b. You will enter into a Zoom Lobby
 - i. When you have a question, use the Raise Hand feature in Zoom
 1. Host will place you in a secure breakout room with a financial aid professional, who will help you with your question
 - ii. Once your question is answered click “Leave Breakout Room” to return to the lobby
 - iii. When you have another question, use Raise Hand feature again to be placed into a secure breakout room again
 - c. Once you have submitted your FAFSA, you are free to leave the Zoom Lobby
 - d. Review After the FAFSA Checklist provided by your guidance counselor after the event

On Zoom

To Change Name: Click on Participants, Hover over your name, Click More, Click Rename



To Raise Hand: Click Participants, Click Raise Hand (at bottom of Participants box)

