Dear Scholars,

Welcome to Sundae Sunday Workshop #5! Today, we will be organizing the financial information that we need to submit to our pre-college summer programs and filling out financial aid paperwork.

Please know that financial aid paperwork can be really tricky and confusing, so please don’t feel frustrated if you don’t know what something means and/or you need help. That’s what the volunteers are here for!

**Objective(s): Awesome pre-college scholars will…**

* Identify what financial aid information each program requires and fill it in on the “Pre-College Financial Aid” tracker.
* Print out all forms necessary for their programs’ financial aid requests
* Organize all of the papers and the “Pre-College Financial Aid” tracker into a folder to bring home so parents/guardians can sign important paperwork.
* Fill out the “Financial Aid Letter to Parents” form to bring home.
* Make sure that you have e-mailed Ms. Holland if you need to request a letter of recommendation for your program. (This doesn’t exactly fall in line with today’s “financial aid” theme, but I want to make sure that everyone has told me when a letter of recommendation is necessary for them!

**Agenda**:
1. Come in and grab your folder out of the crate!

2. Carefully read all of the instructions in this packet. It’s important that we read all of the instructions so we don’t miss any important information connected to our financial aid for programs!

3. Using your pre-college program websites and your brilliant minds, fill in all of the relevant information in your “Pre-College Financial Aid” tracker.

4. If you need to print out forms that your parents have to sign, please print them out and put them in a separate pile of materials. You will be taking some things home to your parents for them to sign and they will need to give you certain paperwork to bring back. There are extra folders on the table for this!

5. Fill out as many of the financial aid forms as you can. If there is information that you don’t know but your parents do know, then leave those things blank. Again, you are taking some of this paperwork home for them to sign anyway!
***\*\*I know it may be tempting to just put the papers in the “take home” folder and have your parents do all of it, but this is a good opportunity to get used to filling out forms. You will be doing it for the rest of your life, so you might as well get some practice!\*\****6. Once you have completed your financial aid paperwork and organized it into a folder to take home, fill in the “Financial Aid Letter to Parents” form. You will put this letter in the front of your folder to give to parents. When you are done, pack up your materials!

7. Last thing—if you haven’t already, e-mail Ms. Holland to let her know if you need a letter of recommendation! The more information you send Ms. Holland, the better!