

## **Below are all necessary steps to get started with enrolling to community colleges for a trade program!**

### **Step 1: Research Community Colleges**

Note any special requirements

Prepare yourself

### **Step 2: Gather Necessary Documents for FAFSA**

You'll need:

Your Social Security Number (SSN).

Your Alien Registration Number (if you're not a U.S. citizen).

Your Federal Income Tax Returns, W-2s, and other income records from the prior year (e.g., 2024 for the 2025-2026 FAFSA).

Bank statements and records of investments (if applicable).

Your FSA ID (create one at [fsaid.ed.gov](https://fsaid.ed.gov)).

### **Step 3: Complete the FAFSA**

Go to the official FAFSA website: [fafsa.gov](https://fafsa.gov).

Click "Start Here" and log in with your FSA ID.

Fill out the form, including:

Personal information (name, address, etc.).

Financial details from your tax return.

School Code for your chosen college (find it on the FAFSA website or the college's website).

Submit your FAFSA and save the confirmation page.

### **Step 4: Follow Up on FAFSA**

You'll receive a Student Aid Report (SAR) within 3-5 days. Review it for accuracy.

Your chosen colleges will receive your FAFSA information and use it to calculate your financial aid package.

### **Step 5: Apply to the Community College**

Visit the community college's website and complete the admissions application.

Look for links like "Apply Now" or "Admissions."

Submit any required documents (e.g., transcripts, placement test scores).

Pay the application fee (if required).

### **Step 6: Enroll in the HVAC Program**

After acceptance, meet with an academic advisor to discuss program details and create a course schedule.

Complete any placement testing (if needed).

Register for classes in the HVAC program.

#### Step 7: Finalize Financial Aid

Once your FAFSA is processed, check your financial aid offer in your student portal or via mail. Accept or decline the offered aid (e.g., grants, loans, work-study). Ensure all tuition and fees are covered by aid or arrange a payment plan.

#### Step 8: Prepare for Classes

Purchase required textbooks and tools (HVAC programs often require specific equipment). Attend orientation (if offered). Review your class schedule and prepare for the start of the semester.

Apply Early: FAFSA applications open on October 1 for the following school year.

Scholarships: Check for additional HVAC-specific scholarships or grants through the college or trade organizations.

State Aid: Look into Illinois state aid, such as the MAP Grant, which may supplement your FAFSA award.

**Please remember to take your time and be thorough.**

**Anything great takes time, this is a road that has been traveled many times before, stick to it and stay humble, you too, will find gorgeous success.**

For more information contact [justice@fivefirstdetailing.com](mailto:justice@fivefirstdetailing.com), or visit [www.fivefirstdetailing.com/bossup](http://www.fivefirstdetailing.com/bossup)