

**2022-23 AID FOR PART-TIME STUDY INSTRUCTIONS**

The AID FOR PART-TIME STUDY (APTS) program is a grant program financed by New York State for students enrolled in undergraduate studies on a part-time basis. Eligible program criteria can be found on the attached pages. If you have any questions regarding APTS, please contact the financial aid office.

**Application Steps for APTS:**

* **File the 2022-2023 FAFSA** (Free Application for Federal Student Aid) by going to [fafsa.gov](http://www.fafsa.ed.gov). (State University of New York at Fredonia’s school code= 002844)
* **Complete the APTS application and attach a signed photocopy of your (and your spouse’s if applicable) 2020 New York State tax return.** Dependent students must also attach a signed photocopy of their parent’s 2020 New York State tax return(s).
* **ATTENTION:** If you and/or your parents/spouse (if applicable) did not file and are not required to file a NYS tax return please attach a signed written statement stating so.
* **Make sure you are registered for 3 to 11 credits as a matriculated undergraduate.** All of your credits must count (be required) for your degree.
* **Submit the completed APTS application AND required documents by the deadline** (see box below) **to the Financial Aid Office**. All questions must be answered and all required signatures and documents must be provided.

**FALL 2022 SEMESTER DEADLINE = *FRIDAY, SEPTEMBER 30, 2022***

**SPRING 2022 SEMESTER DEADLINE = *FRIDAY, FEBRUARY 3, 2023***

*Students that applied for FALL, do not need to submit a 2nd application for spring if they still plan on being part-time in the spring.*

APTS funds are limited and are awarded to eligible applicants on a first come first serve basis. The APTS award amount is based upon enrollment and funding received from New York State.

***STUDENTS MUST NOTIFY THE FINANCIAL AID OFFICE OF ANY CHANGE IN REPORTED ENROLLED CREDIT HOURS EACH SEMESTER THEY ARE AWARDED APTS.***