

EXCELSIOR SCHOLARSHIP – LEHMAN COLLEGE INFORMATION SHEET

- File your FAFSA at www.fafsa.gov **by 7/21/17**. FAFSA code - 007022
- File your TAP application at <https://www.tap.hesc.ny.gov/totw/> **by 7/21/17**. TAP code - 1412
- File the Excelsior Scholarship application at <https://www.hesc.ny.gov/excelsior/> **by 7/21/17**.
 - Submit the application.
 - Upon submission, you will immediately receive an email confirming receipt of your application.
 - Upload the required documents. Required documents can be viewed in the “Upload Document” tab of your HESC account by clicking on the drop down box to see what is required:
 - Student Aid Report.
 - Unofficial College Transcript for every school attended.
 - Check the “Upload History” to see if the files have been uploaded – there will be a received date and time. All documents must be submitted (uploaded) by **7/31/17**.
 - You will then receive an email within 5-7 business days informing you if your application was approved (you met the initial criteria) or was denied.
- If your application is approved, log in to your HESC account and download the Excelsior Scholarship Contract. You must download, sign and upload the signed Excelsior Contract by **8/14/17**.
- If you receive the Excelsior Scholarship, it will be posted to your Financial Aid Award Summary page in CUNYfirst and will become a tuition credit on your student account. You can expect to receive award notices from CUNY and from New York State (HESC) once your eligibility is determined. The scholarship will be posted to your CUNYFirst account as soon as we receive verification from HESC of your award. It is expected that the award should be on your account by mid-August.
- If you are a new entering freshman, you need to complete 30 credits each academic year. If you are a continuing or a transfer student, you should have completed 30 credits towards your degree each year you were enrolled. In order to maintain your eligibility, it is **strongly recommended** that you enroll for 15 credits in the Fall 2017 semester.

Additional Information and Help

- **If you have specific questions regarding your eligibility for the Excelsior Scholarship at Lehman (credit accumulation and/or requirements, etc.), please email your detailed questions to Excelsior.Scholarship@Lehman.CUNY.edu**
- For additional information or questions about the program or the application, you can call the NYSHESC helpline # at (888)697-4372 (press #4 for Excelsior Scholarship information) or email them at excelsior@hesc.ny.gov.
- You can also check the HESC website at <https://www.hesc.ny.gov/excelsior/> or the Lehman website at <http://www.lehman.edu/news/New-Excelsior-Scholarship-Enables-Many-New-York-State-Residents-to-Attend-CUNY-for-Free.php>
- If you need help completing your FAFSA, TAP or Excelsior Scholarship application or with uploading documents, please come to the Financial Aid Internet Lab located in Shuster Hall, Room 131A.