



**Free Application for Federal Student Aid (FAFSA) and
District of Columbia's Tuition Assistance Grant (DC TAG) OneApp
Web Portal**

**Counselor/Principal
User Navigation**

October 2018

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Summary

The Office of the State Superintendent of Education (OSSE) monitors the status of FAFSA and DC TAG OneApp applications of District of Columbia seniors from submission to approval. The data herein compiles the number of applications and status of each throughout the approval process.

FAFSA

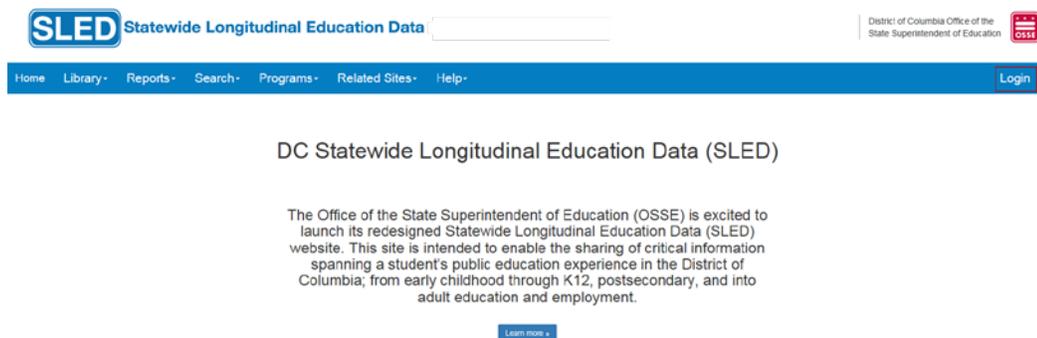
Each year the Free Application for Federal Student Aid (FAFSA) allows students across the country to access their share of over \$150 billion in federal grants, loans, and work-study funds. The FAFSA allows many colleges and universities to determine the amount of additional need-based aid that students should receive. It should come as no surprise that several national studies have shown a strong linkage between FAFSA completion and college enrollment. As OSSE is committed to increasing the rate of postsecondary participation by District high school graduates, it has created this web portal in order to assist counselors and college access advisors in their work with students around the FAFSA.

DC TAG OneApp

The DC TAG OneApp is the online application college-bound District residents use to apply for funding from the District of Columbia's Tuition Assistance Grant (DC TAG). DC TAG provides up to \$10,000 toward the difference between in-state and out-of-state tuition at public four-year colleges and universities throughout the US, Guam and Puerto Rico. DC TAG also provides up to \$2,500 per academic year toward tuition at private colleges and universities in the District and private Historically Black Colleges and Universities (HBCUs) and two-year colleges nationwide.

Logging into SLED

1. Log into SLED with your assigned username and password.



FAFSA and DC TAG OneApp Counselor User Navigation

2. Accept the **SLED User Access Agreement**. This agreement will differ based on user access permissions to view the data within the SLED application.

SLED User Access Agreement

I certify that I am currently employed by an authorized representative of the Office of the State Superintendent of Education (OSSE), and that I am accessing educational records in the District of Columbia's State Longitudinal Education Database (SLED) solely for evaluation, audit, enforcement, or compliance activities pursuant to an active data-sharing agreement with OSSE. I agree not to access any information of my friends, family, neighbors, co-workers, public figures, or other persons unless that information is legitimately necessary to carry out the OSSE-approved activities. I agree to protect any data that I access from further disclosure to any other person or entity. When I no longer need the data that I access from SLED, I agree to destroy the data in accordance with the data-sharing agreement with OSSE.

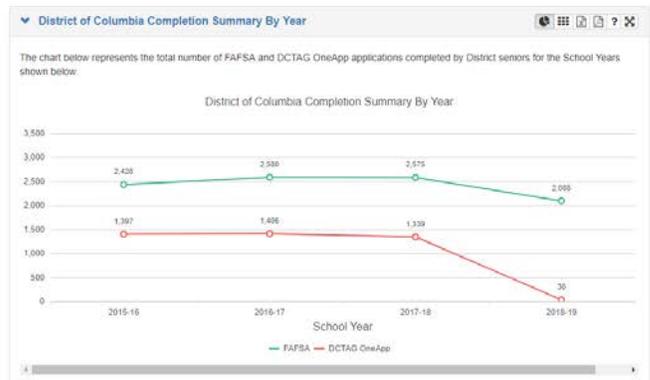
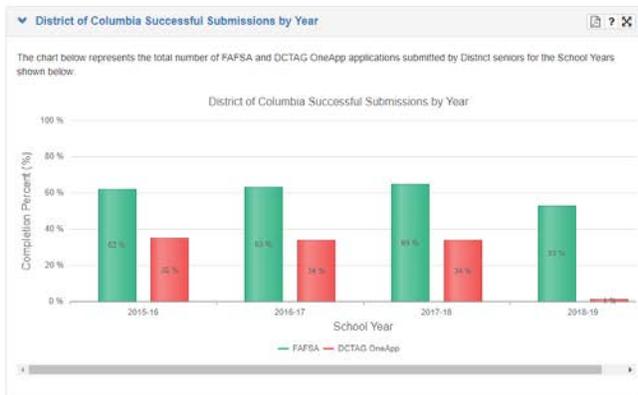
I Agree

OK Cancel

School Counselor FAFSA/DC TAG OneApp Views

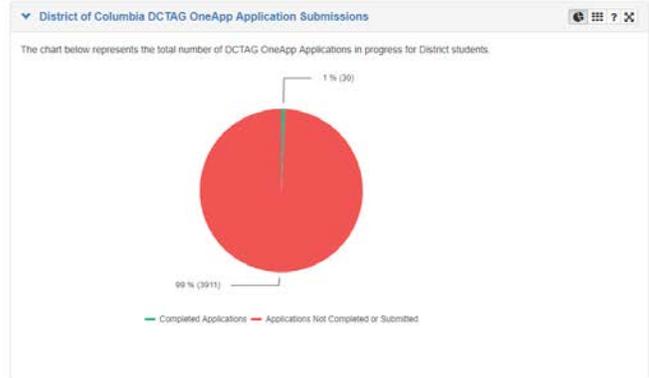
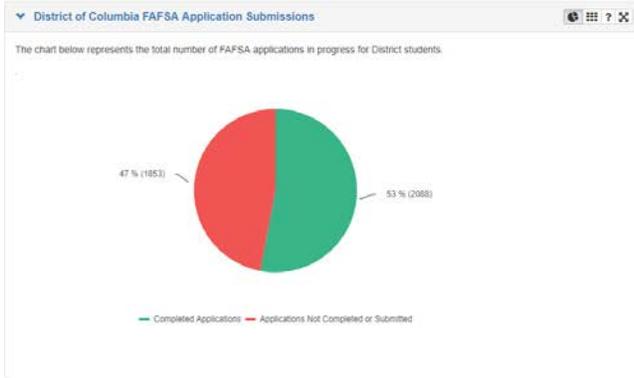
School Counselors can view FAFSA and DC TAG OneApp application statuses for their assigned school(s) only.

1. Users with the School Counselor role will default to the FAFSA/DC TAG OneApp Web Portal upon login.
2. Review the District-wide **Successful Submissions by Year** and **Completion Summary by Year**. To view the data in a table format, click the table  icon.



FAFSA and DC TAG OneApp Counselor User Navigation

3. Review the **District-wide FAFSA Application Submissions** and **DCTAG OneApp Application Submissions**. To view the data in a table format, click the table  icon.



4. The table below the charts lists the counselor’s school, the school’s senior cohort, the number of FAFSA and DC TAG OneApp applications completed, and percentage completed against total possible submissions.

 **Note:** Click on the question mark “?” in the upper right corner of each table to see a detailed description of the column headings.

Application Submissions by School

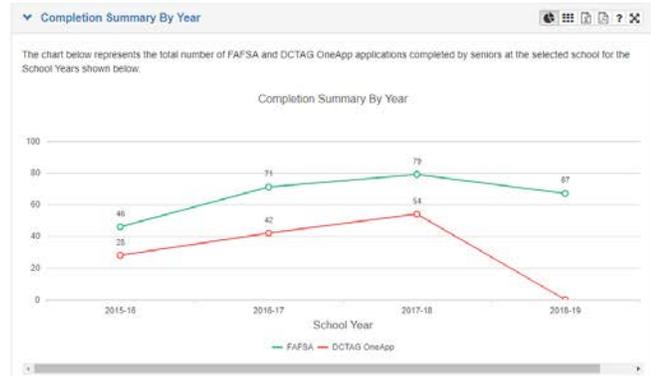
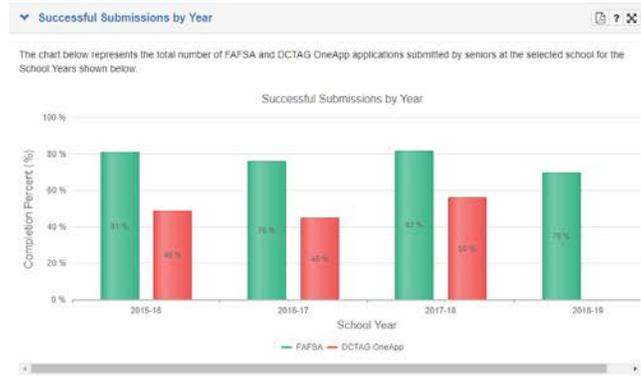
The table below shows the total number of eligible seniors and the total number of FAFSA and DCTAG OneApp applications completed by school. Click on the school name to see comparison charts from prior year submissions and the current senior roster for SY18-19.

School Name	Senior Cohort	FAFSA Completed Applications	FAFSA % Complete	DCTAG OneApp Completed Applications	DCTAG OneApp % Complete	
E.L. Haynes PCS - High School		95	67	69.79 %	0	0.00 %

10 items per page | 1 - 1 of 1 items

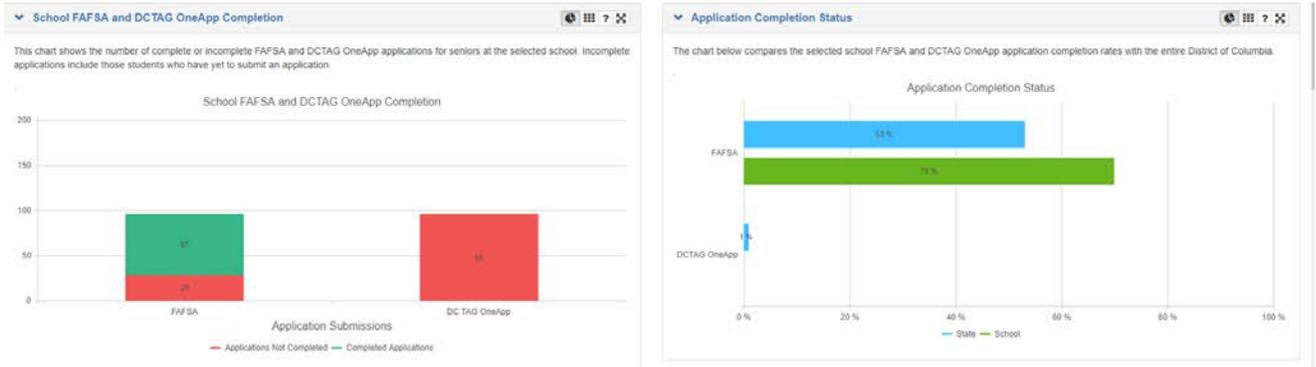
5. Click on the School Name hyperlink to view the school’s ranking on applications submitted vs. not submitted against the State.

6. Review the selected school Successful Submissions by Year and the school Completion Summary by Year. To view the data in a table format, click the table  icon.



FAFSA and DC TAG OneApp Counselor User Navigation

7. Review the **School FAFSA and DCTAG OneApp Completion** progress and the **Application Completion Status** comparison with State and School submissions progress. To view the data in a table format, click the table icon.



8. The table below the charts lists the student’s School Name, First Name, Last Name, USI, DOB, FARMS, CEP, Direct Cert, FAFSA Submission Date, FAFSA Status, FAFSA Error Code if the status is Rejected, FAFSA EFC, and DC TAG OneApp Status.

School Name	First Name	Last Name	USI	DOB	FARMS	CEP	Direct Cert	FAFSA Submission Date	FAFSA Status	FAFSA Error Code	FAFSA EFC	DCTAG OneApp Status
E.L. Haynes PCS - High School	GIARRA	PRICE	9282990039	7/24/2000	Paid				10/5/2017	Completed	020599	Incomplete
E.L. Haynes PCS - High School	ISLASH	WILLIAMS	3586741324	8/8/1999	Free		10/1/2017					
E.L. Haynes PCS - High School	REMBER	TOBAR	3266892651	7/19/2000	Free		10/1/2017	12/19/2017	Completed		000000	
E.L. Haynes PCS - High School	JOSE	TURCIOS	2732428556	11/23/2000	Paid			10/18/2017	Completed		000000	
E.L. Haynes PCS - High School	EDUGWU	AQADA	6275423034	2/19/2000	Free			10/4/2017	Completed		007277	
E.L. Haynes PCS - High School	CINDY	ALVAREZ	1984480275	8/30/2000	Free			11/6/2017	Completed		006341	

9. Sort the FAFSA Error code column by Sort Descending to enable any errors to be shown at the top of the display.

10. FAFSA error code definitions are will be visible when users mouse over the code.

School Name	First Name	Last Name	USI	DOB	FARMS	CEP	Direct Cert	FAFSA Submission Date	FAFSA Status	FAFSA Error Code	FAFSA EFC	DCTAG OneApp Status
E.L. Haynes PCS - High School	CITLALY	CRUZ	5101035192	8/10/2000	Reduced			11/0/2017	Rejected	D		Incomplete
E.L. Haynes PCS - High School	HILLARY	CASARRUBIAS-RENDON	6363251110	8/12/2000	Free		10/1/2017	11/1/2017	Rejected	15		
E.L. Haynes PCS - High School	VORJCE	ROBLES	2312401514	11/23/1999	Paid			10/9/2017	Rejected	15		