

**FIRST BAPTIST ACADEMY
INSTRUCTIONS FOR COMPLETING FINANCIAL AID PACKET
(Returning Students)
2019-2020 School Year**

1. Go to the School's website at www.fbahouston.org.
2. Navigate to the *Financial Assistance* section under the *Admissions* tab.
3. From here, you click on the "FAST" link button to start the application process. The application process is self-guided. You may navigate in and out of the program allowing you to partially complete an application and go back to it at another time. Online e-mail and a 24/7 helpline is provided. Please be sure and save your username and password somewhere safe as it will not be saved during the on-line registration process.
4. The application fee is \$45.00 and can be paid by Visa, MasterCard, or American Express at the end of the session. If you do not have a credit card, or cannot budget the fee, please call the Business Office for assistance.
5. Financial Aid applications must be completed by **Friday, February 1, 2019**. *Please use your 2017 federal tax return for the on-line application. After completing the online application, you will be required to mail your 2017 federal tax return and 2018 W-2. You must mail your 2018 federal tax return by May 1. Mail all to the following:*

FAST Processing
ISM
1316 North Union Street
Wilmington DE 19806-2594

It is essential to add "First Baptist Academy" under your name and address on the return address portion of the envelope. Failure to do so will delay your financial aid application.

7. ***The online submission deadline for all applications is February 17, 2019.***

The Financial Aid Committee of First Baptist Academy reviews each request for financial aid. Financial Aid grants are reviewed on a need basis and are not guaranteed from year to year.