



Financial Aid Office

**All financial aid applicants must complete Online Forms.
Follow the instructions below:**

1. Four days after completing the FAFSA, log into the Student Information System (SIS).
2. You need to select your financial aid processing school -- Click on "**Online Forms**" and select "**West Los Angeles College**". **You must wait 48 hours for the system to load your information on the web. After 48 hours login again to SIS and continue to Step #3.**
3. Click on "**Financial Aid**" on the right hand side of the screen.
4. Select "**West Los Angeles College**", semester and academic year from the drop down menu. Click on **FA Status** at the bottom of the page.
5. If anything is required from you, you will see a list of documents you need to complete either online and/or submit additional documentation to the office.

NOTE: If the system indicates "No Record" found for West Los Angeles College, you may have listed multiple colleges (within the LACCD), therefore you must select your "financial aid processing school" by following instructions on Step #2.

6. If you have been selected for verification, you and/or your parents will need to complete the verification process.
 - A. Dependent students will need to complete and submit a paper verification worksheet to the Financial Aid office.
 - B. Independent students will need to complete the online verification worksheet located at the www.wlac.edu website.
7. To access the verification form, log on to SIS and select Financial Aid. Select the current semester and academic year, and click the FA Status button. You will then select item #7 to access the online verification form.
8. Read and complete the Educational Goal page AND the Authorization of Charges page.

Failure to complete these online forms will delay your financial aid award and/or stop any disbursement of funds. **Remember to complete BOTH the Educational Goal and Authorization of Charges form.**

If you have any questions, feel free to contact the Financial Aid Office at (310) 287-4532
www.wlac.edu/financialaid