

2024-2025 MAINTENANCE MECHANIC CHECKLIST

- Step 1: Fill out a financial aid application.**

FAFSA: studentaid.gov/h/apply-for-aid/FAFSA

CADAA (Dreamers): dream.csac.ca.gov/landing

Note: If you are currently attending, you will need to fill out the 2024-2025 application. If you plan to attend after July 1, 2025, you will need to fill out the 2025-2026 application.

- Step 2: Regularly check your FCC student email for the next steps.** If you need to submit any documents, you will need to do so as soon as possible. If no documents are needed, you may view your award letter on Self-Service.
- Step 3: Verify that you have Maintenance Mechanic (F.806V.CC) as your active program.** If you do not, please email Paulette Richards at:
paulette.richards@fresnocitycollege.edu
- Step 4: If you attend any other college or university not within the SCCC district you must submit official transcripts to Admissions and Records and then notify the Financial Aid Office.**
- Step 5: Submit a Special Program Form.** The form must be signed by your CTC instructor and then submitted to a Financial Aid Representative at CTC or the Financial Aid Office. Once you submit this form, the Financial Aid Office will check your eligibility and initiate your first financial aid disbursement, if eligible.
- Step 6: Submit progress reports to a Financial Aid Representative at CTC or the Financial Aid Office once you have successfully completed the following hours:**
 - 225+ hours
 - 450+ hours
 - 675+ hours

Note: Financial aid will not be disbursed unless you submit progress reports.