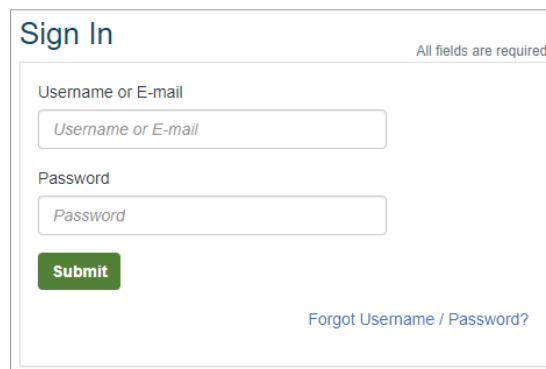# How to apply for ACE Scholarships for existing applicants

For families who have already started or have already completed a 2021-2022 FACTS application for a school associated with ACE, the instructions below will let you know how the family can add ACE to their existing application.

*Please make sure you carefully review information provided on the website for the program first. Important information about what will be needed to complete the application will be provided.

Step 1: Logging In

Navigate to FACTS in whatever manner you currently use. Simply click "Sign In" to your account and enter your already existing username and password. All FACTS activity will be done through your existing account.

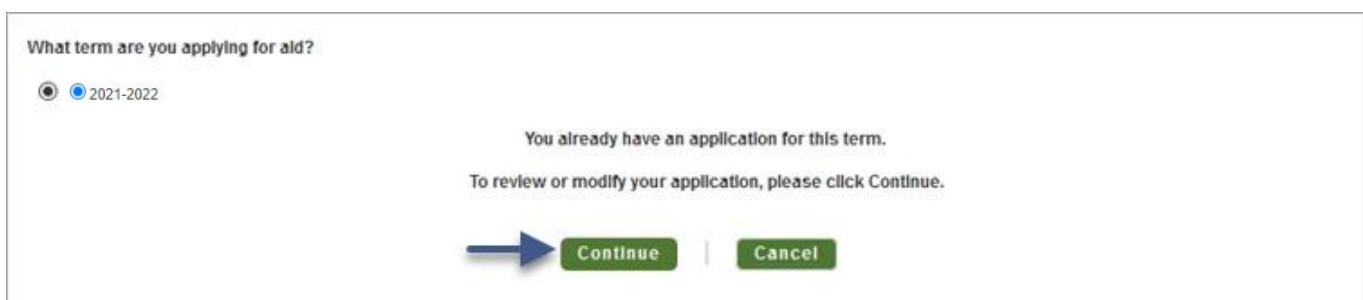## Sign In
All fields are required

Username or E-mail

Username or E-mail

Password

Password

Submit

Forgot Username / Password?

If you have forgotten your log in information, click 'Forgot Username/Password' link and follow the prompts. You will be emailed a link promptly to reset your password.

Navigate to the Grant and Aid box on your profile screen.

If you have not completed your application you will choose to continue.

What term are you applying for aid?

◉ ● 2021-2022

You already have an application for this term.

To review or modify your application, please click Continue.

Continue | **Cancel**

For assistance filling out your application, contact FACTS at 844-649-2921

If your application is complete to access it you will click **View Form**.

Once inside the application navigate to the school section if not already there.

Sections

Schools: In this section locate the option for the ACE program associated with the school and check the box. Then click to navigate to the student section to add the program to each student as well.

Once added any additional Information that needs to be collected for ACE will be located in the sections that will now come up in red indicating missing information. Navigate through each red section and fill in any new information that is needed.

For assistance filling out your application, contact FACTS at 844-649-2921

Application Form

Schools

Applicant

Co-Applicant

Students

Additional Questions

Taxable Income

Nontaxable Income

Change of Income

Monthly Expenses

Annual Expenses

Assets & Liabilities

Additional Questions

Review

Submit

Applicant ❓

Please complete all required field(s)

Required fields are marked with *

Prefix

Select...

* Legal First Name

Monica

Middle Name

* Last Name

Adams

Suffix

Select...

Preferred Name

If you are unable to finish the application for any reason, contact FACTS at 844-649-2921.

For assistance filling out your application, contact FACTS at 844-649-2921