

**2023-2024 ADEA AADSAS® FEE ASSISTANCE PROGRAM**  
**INSTRUCTIONS AND QUICK LOOK**

[WHAT IS THE ADEA AADSAS FEE ASSISTANCE PROGRAM?](#)

[WHAT APPLICANTS SHOULD KNOW BEFORE APPLYING](#)

[AM I ELIGIBLE FOR FEE ASSISTANCE?](#)

[BENEFITS OF BEING AWARDED FAP](#)

[CAN APPLICANTS CARRY OVER A FEE WAIVER](#)

[WHEN ARE APPLICANTS NOTIFIED OF A DECISION?](#)

[APPLYING FOR FAP](#)

[UPLOADING REQUIRED SUPPORTING DOCUMENTS](#)

[APPLICANT AND FAMILY FINANCIAL INFORMATION](#)

[FINANCIAL AID AWARD NOTIFICATION/SUMMARY](#)

[OTHER INCOME OR FINANCIAL SUPPORT RECEIVED](#)

[APPLYING YOUR AWARDED FEE ASSISTANCE TO YOUR ADEA AADSAS APPLICATION](#)

[WITHDRAWING YOUR FAP APPLICATION](#)

[APPEALING A DECISION](#)

[CONTACT US](#)

## What is the ADEA AADSAS Fee Assistance Program (FAP)?

The ADEA AADSAS Fee Assistance Program (FAP) was created to assist students who demonstrate extreme financial need while applying to dental school through ADEA AADSAS. ADEA AADSAS FAP is an independent program offered by ADEA AADSAS and is not affiliated with any government, college or university, scholarship, grant, or fellowship program. Approval of fee assistance is at ADEA's sole discretion.

## What applicants should know before applying.

Before applying to FAP, an applicant who does not have an ADEA AADSAS account and a CAS ID# will need to create an account and obtain a CAS ID# by going to [ADEA AADSAS Welcome and Login](#). An applicant who already has an ADEA AADSAS account and CAS ID# should use their existing CAS ID# to complete the ADEA AADSAS Fee Assistance Program Application and Submission Form (**do not create a new ADEA AADSAS account**).

### IMPORTANT

- Applicants will have **only one** opportunity to submit the ADEA AADSAS Fee Assistance Program Application and Submission Form and all required supporting documents.
- Applicants who submit the FAP application and required supporting documents with an incorrect CAS ID# or enter a false CAS ID# before creating their ADEA AADSAS account, will be withdrawn automatically from the FAP process.
- An ADEA AADSAS Fee Assistance Program Application and Submission Form submitted without all required supporting documents will be considered incomplete and will not be considered for the financial assistance award.

## Am I eligible for fee assistance?

All applicants applying for ADEA AADSAS FAP must be U.S. Citizens, Permanent Residents (also known as a green card holder) or have Deferred Action for Childhood Arrivals (DACA) status. There are no age restrictions for applying to ADEA AADSAS FAP.

The applicant and family total Adjusted Gross Income (AGI) shown on the 2022 1040 tax return must be at or below [200% of the 2022 U.S. Poverty Guidelines](#). Financial documentation is required to prove an applicant and family is experiencing extreme financial need and/or living at or below 200% of the 2022 U.S. Poverty Guidelines.

All applicants, age 26 or older, born on or after Jan. 1, 1996, are required to submit 2022 tax returns for self, parents/guardians, and spouse (if married). Applicants born before Jan. 1, 1996, are required to submit tax returns for self and spouse (if married).

## Benefits of being awarded FAP.

All applicants approved for fee assistance receive the first three dental school designations for free, valued at \$494.

### **Can applicants carry over the approved fee waiver to another ADEA AADSAS cycle?**

No. Applicants approved for FAP who are unable or fail to use the award within the specified time (see below) will not be able to use it at a later date or carry it over to the next application cycle.

Applicants awarded fee assistance for the current application cycle must complete and submit the ADEA AADSAS application within 14 calendar days of receiving notification (via email) of approval. Applicants who are approved for FAP and fail to submit the ADEA AADSAS application within 14 calendar days forfeit the award and are no longer eligible for FAP.

*Example:* If an applicant receives an approval email on June 1, 2023, the applicant must submit the ADEA AADSAS application no later than 11:59 p.m. ET on June 15, 2023.

*Extensions will not be granted to submit the ADEA AADSAS application after the 14-day deadline, no exceptions.*

Applicants will not be able to receive the awarded fee assistance in monetary form (check, card, or money order). All awarded fee assistance must be used by designating dental schools in the ADEA AADSAS Application.

### **When are applicants notified of a decision?**

Applicants who apply for FAP Starting May 9, 2023, **will not** receive a decision until the first week of the ADEA AADSAS application submission date, which is May 30, 2023. All applicants who apply for FAP starting on May 30th or later will receive a decision within three to five business days of applying.

Applicants denied fee assistance can submit the ADEA AADSAS application starting on the first day of submission, May 30th.

### **Applying for FAP.**

It is essential that applicants read all instructions in the [2023-24 ADEA AADSAS Fee Assistance Program Application and Submission Form](#). All questions on the application must be answered. Failure to completely answer all questions prior to submission will result in an automatic withdrawal from the FAP process. Any false statements or false information entered on the FAP application will result in the application being withdrawn and no longer considered.

#### **IMPORTANT**

Applicants must complete the ADEA AADSAS Fee Assistance Program Application and Submission Form **in one sitting**. Once started, the application cannot be saved and completed later.

## Uploading required supporting documents.

All applicants are required to provide supporting documentation as proof of all information entered in the [2023-24 ADEA AADSAS Fee Assistance Program Application and Submission Form](#)

To upload documents (which must be uploaded as one attachment), the applicant must complete the [2023-24 ADEA AADSAS Fee Assistance Program Application and Submission Form](#) in its entirety and click on the "Upload Attachment" link on the last page. **Applicants will have only one chance to complete the application and upload the attachment.**

Applicants can include as many documents as needed to prove their need for fee assistance, but all documents must be included in one attachment (see [Combining PDFs on Windows and Mac](#)) Below are resources on how to create a PDF and combine documents to create one attachment. **The file size limit is 100MB.**

- [Videos about how to create a PDF for free for Windows or Mac](#)
- [Online PDF converter](#)
- [Combine PDFs into one document on Windows and Mac for free](#)

## Applicant and family financial information.

**Dependent Applicant** (claimed on parent/guardian(s) IRS 2022 1040 tax form)—age 26 or younger, born on or after Jan. 1, 1996, parental information is required. Must submit parent's tax information, 2022 1040 tax returns, 2022 W2s or 1099 if did not receive a W2. If the applicant's family has not filed taxes for the 2022 tax season, the applicant must submit the [IRS Form 4868](#). **Applicants are also required to submit tax return information for self and spouse (if married).**

**Independent Applicant** (not claimed on parent/guardian(s) IRS 2022 1040 tax form)—age 26 or younger, born before Jan. 1, 1996, no parental information is required. Must submit self and spouse (if married) 2022 1040 tax returns, 2022 W2s or 1099 if did not receive a W2. If the applicant and spouse (if married) have not filed for the 2022 tax season, the applicant must submit the [IRS Form 4868](#).

**Parent/Guardian Information (divorce/separated)**—if the applicant's parents/guardians are divorced/separated, and the applicant is age 26 or younger, born after Jan. 1, 1996, the applicant is required to report the income for both parents/guardians (no exceptions). If the parents/guardians are separated/divorced and one or both have not filed a tax return for 2022, the applicant is required to submit the [IRS Form 4868](#) for the parents/guardians who have not filed tax returns (no exceptions).

**Description of the W2 and 1099 forms.** The W-2 is the document an employer sends to each employee and the Internal Revenue Service (IRS) at the end of the calendar year. A W-2 reports an employee's annual wages and the amount of taxes withheld from their paychecks. A 1099 form is used to report non-employment income, including dividends paid from owning a stock or income earned as an independent contractor.

### **Financial Aid Award Notification/Summary.**

All applicants, age 26 or younger, are required to submit a Financial Aid Award Summary/Notification for the 2022-23 academic year.

Applicants who did not receive financial aid for the 2022-23 academic year are required to provide a letter from their institution stating the applicant did not receive financial aid for the academic year. This letter must be on the institution's letterhead and signed by a representative in the financial aid office.

### **Other income or financial support received.**

Applicants are required to report all income received in the 2022 tax year. Income includes, but is not limited to, Social Security, Supplemental Nutrition Assistance Program (SNAP), Veteran's Benefits, Aid to Families with Dependent Children (AFDC), housing vouchers, child support, alimony, spousal support (monthly income, food, housing), etc. All income reported will require documentation as proof.

### **Applying your awarded fee assistance to your ADEA AADSAS application.**

To receive the full waiver amount, approved FAP applicants will have to select a minimum of three dental school designations in their ADEA AADSAS application and submit them all at once. When the applicant has designated at least three dental schools, they then click on the **"Submit All"** button to receive the \$494 in fee assistance.

If the applicant clicks the "Submit" button for each individual school designated, they will only receive fee assistance for the first designation and will forfeit the remaining funds. The unused award funds cannot be used later or applied to other designations.

### **Withdrawing your FAP application.**

Applicants who have completed and submitted the 2023-24 ADEA AADSAS Fee Assistance Program Application and Submission Form and did not include the required supporting documents as an uploaded attachment will be automatically withdrawn from consideration.

An applicant can also request to have their FAP application withdrawn for any reason. (Note: if an applicant voluntarily withdraws the FAP application, they will not be able to request any other fee assistance for the remainder of the application cycle.) Applicants requesting to withdraw their FAP application once they have been approved are requested to do so within 48 hours of being approved. If the approved funds are not used within 14 days of notification of approval, the funds will be forfeited.

### **Appealing a decision.**

All ADEA AADSAS FAP decisions are final. Appeals will not be responded to or reviewed.

**Contact us at [FAPAADSAS@adea.org](mailto:FAPAADSAS@adea.org).**

ADEA AADSAS FAP will respond to all emails during regular business hours (ET) within two to three business days of receipt.