



Completing Financial Aid Verification

- Log onto the **My Chaffey Portal**
- Go to MyChaffeyView under LaunchPad
- Click on the Students box
- Click on **Financial Aid Self Service** link under the Financial Aid Submenu
- Select Award year: **20-21**
- Review your check list
- Click on **“Complete Required Documents”**
- Click on the **“Chaffey Verify My FAFSA”** link

To upload the required documents

- Follow the steps above
- Click on the **“Upload”** button
- Click on the **“Camera or Take a Photo”** option and then take pictures of the documents
- Click **“Submit”** once all documents are uploaded
- Click **“Finish”** to submit; this will make sure your documents are completely submitted
- Check your ***Panther*** emails and your **Financial Aid Checklist** periodically for status updates and/or possible documents that *may* be needed to determine your financial aid eligibility.