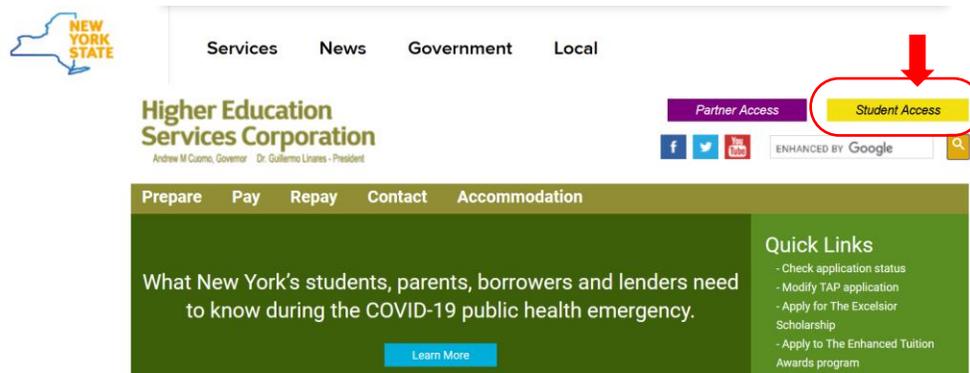


Instructions on how to complete the TAP application directly via the HESC website.

**STEP 1: Visit the website <https://www.hesc.ny.gov/>**

**STEP 2: Click on the Student Access tab**



**STEP 3: Click on the Review My NYS Financial Aid Information link**

Before you can review your account, you need to authenticate your identity using your HescPIN User ID and PIN. You need to do this only once, when you first access any of the functions below. If you do not already have a HescPIN User ID and PIN, you will be prompted to create one.

Please select from the Student or Parent Account menu to begin.

#### Student or Parent Account

- [Change HESC PIN Account/Email address](#)
- [Review My NYS Financial Aid Information](#)
- [Update College Information](#)
- [Request an Application for Student Aid](#)
- [View Get on Your Feet Loan Program information](#)
- [View Loan Forgiveness Status](#)
- [View FFEL Loan History](#)
- [View NYHELPS Loan Status](#)
- [Make Credit Card Default Loan Payment](#)

**STEP 4: First Time users must click on the link to create an account. Returning students enter the requested information then click on enter. If you forgot the user id or pin, click on the link to retrieve the information.**

The screenshot shows the top of the Higher Education Services Corporation website. The header includes the logo, the names of the Governor and President, and social media icons for Facebook, Twitter, and YouTube. A navigation bar contains links for 'Prepare', 'Pay', 'Repay', and 'Contact'. The main heading is 'HESCPIN Authentication System'. Below this, there is a link for first-time users to register and instructions for returning users to enter their User ID and PIN. A note states that required information is marked with an asterisk. The login form consists of three input fields: '\*User ID:', '\*PIN:', and '\*Last four digits of SSN:'. Below the fields are three buttons: 'Enter' (blue), 'Clear' (blue), and 'Exit' (red). A link 'I forgot my User ID or PIN' is located below the 'Enter' button.

**STEP 5: Review your information and check the confirm box and then continue.**

**To view, update, or cancel your HESCPIN account, use the "My Account" menu above.**

The screenshot shows the 'Signed in' page of the HESCPIN Authentication System. The header is identical to the previous screenshot, but the navigation bar now includes 'Home', 'My Account', and 'Sign Out'. The main heading is 'HESCPIN Authentication System - Sign in' and the sub-heading is 'Signed in'. A green confirmation message states: '✓ You have signed in to the HESCPIN Authentication System.' Below this is a grey box containing contact information. It starts with a note: 'It is important that you keep your contact information current in our records so that HESC can communicate with you quickly and effectively.' Under 'Current information:', there are four fields: 'Primary E-Mail Address: jane.Doe@yahoo.com', 'Alternate E-Mail Address:', 'Landline Telephone Number: 111-222-3333', and 'Mobile Telephone Number:'. Below the fields, it says 'To update your contact information, use the "My Account" feature.' At the bottom of the grey box, there is a red-bordered box containing a checkbox and the text: 'I confirm that all of the contact information listed above is correct and up to date.'

To continue with Review My NYS Financial Aid Information , click the "Continue" button.

A blue button with the text 'Continue' inside, highlighted with a red border.

To view, update, or cancel your HESCPIN account, use the "My Account" menu above.

To leave HESCPIN, use the "Sign Out" link above.

## STEP 6: Click on the NEW York State Student Aid Payment Application link

**Higher Education  
Services Corporation**

Andrew M Cuomo, Governor Dr. Guillermo Linares - President



[My Account](#) [My NYS Financial Aid](#) [Loan Forgiveness](#) [Loans](#)

[Sign Out](#)

[HESC Home](#) / [Review My NYS Financial Aid Information](#)

### Review My NYS Financial Aid Information

**Please note that, due to the COVID-19 virus public health emergency, the processing of applications and documentation and responses to emails and requests may be delayed while we work to resume normal operations.**

HESC records indicate that you have information to view for the following programs:

<b>Tuition Assistance Program (TAP)</b>	Last activity: 05/29/2020	<a href="#">Details</a>
---	---------------------------	-------------------------

Payment Summary
<b>2020-21</b>
<b>2019-20</b>
<b>2018-19</b>

To receive your NYS financial aid payments, you must complete the [New York State Student Aid Payment Application](#) each year. Recipients of the Excelsior Scholarship and Enhanced Tuition Awards must also complete the [Free Application for Federal Student Aid \(FAFSA\)](#) annually.

The deadline for submitting these forms is June 30 of the academic school year for which you are seeking payment; please note, however, your college may bill you for these amounts while the forms remain unsubmitted.

**STEP 7: click on the click here link. It will prompt the student to sign in again.**



NEW YORK STATE OF OPPORTUNITY | Higher Education Services Corporation | Home | Contact Us | Logout

## NYS Student Aid Payment Application

Si desea llenar la versión en español de la solicitud, [pulse aquí](#).

Welcome to the *New York State Student Aid Payment Application!* This online application process allows you to apply for New York State's Tuition Assistance Program (TAP), as well as for payment of a scholarship for which you have already been approved.

To complete your online application, you must first create a user name and personal identification number (PIN). [Click here.](#)

You must submit a FAFSA application to receive payment for TAP. If you have not submitted a FAFSA, go to <https://fafsa.gov>

If you have any questions, click the **Contact Us** link above.

**Important: Due to the COVID-19 virus public health emergency, the processing of applications may be delayed while we work to resume normal operations.**

**STEP 8: Reenter the requested information then click enter.**



Higher Education Services Corporation  
Andrew M Cuomo, Governor | Dr. Guillermo Linares - President

Prepare | Pay | Repay | Contact

## HESCPIN Authentication System

[First time users click here to register with HESC](#)

**Returning Users Enter your HESCPIN User ID and PIN.**

To sign in to the HESCPIN Authentication System, enter your User ID and PIN, then click the "Enter" button. To leave without signing in, click the "Exit" button.

Required information is marked with a \*.

\*User ID:

\*PIN:

\*Last four digits of SSN:

[I forgot my User ID or PIN](#)

**STEP 9: Choose the aid year that you need to complete then click on next.**



[Si desea llenar la versión en español de la solicitud, pulse aquí.](#)

[NYS Student Aid Payment Application](#)

What academic year do you want to apply for NYS Student Aid?

[Next](#)

**STEP 10: Follow the instructions on the application. The student and /or parent will need the state taxes if applicable to complete the application. Once the application is complete, you will review your responses to the questions. Then submit the application.**

**NOTE:** If the student is having problems with completing the application, then can review the [Frequently Asked Questions](#) on the HESC website. Or they can contact HESC directly via their [Contact HESC webform](#). Please note that due to the COVID-19 virus public health emergency, the processing of applications and documentation and responses to emails and requests may be delayed while we work to resume normal operations.