GlobalFAS - Single Sign-On Login Experience

NOTE: As of November 8 2021, this app will use the Single-Sign On (SSO) login page as shown in the steps below.

Step 1

To access GlobalFAS via Self-Service, go to www.sac.edu or www.sccollege.edu and follow the steps:

For Santa Ana College - Click the link for WebAdvisor on the top menu > Click Self-Service.

For Santiago Canyon College - Click the link for Self-Service on the top menu.
Step 2

You will be redirected to another login page for RSCCD Single-Sign On. Login with your college issued email address and click Sign In.

Optional: Check the box for "Keep me signed in" to stay signed in.

**Username** is your college issued email address.

- For Students:
  - WebAdvisorID@student.sccollege.edu
  - WebAdvisorID@student.sac.edu
    - Example: ab12345@student.sac.edu
- For Employees:
  - LastName_FirstName@sccollege.edu,
  - LastName_FirstName@sac.edu
  - LastName_FirstName@rsccd.edu
    - Example: Smith_John@sac.edu

**Password** is the one associated with your school account (e.g., for WebAdvisor, Canvas, Self-Service).

**NOTE:** If you have a current password you use to login, your password will NOT change when Single Sign-On goes live.

If you need to reset your password, or retrieve username, go to [www.rsc.edu/resetpassword](http://www.rsc.edu/resetpassword).

For users logging in for the first time:

**Your Default Password** is set to your date of birth, in the following format: **MmmDDYYYY**

- 'Mmm' is the first 3 letters of the birth month with a capital first letter.
- 'DD' is the 2-digit birth day.
- 'YYYY' is the 4-digit birth year.

**Example:** If you were born on December 25 1999 the default password would be Dec251999.
**Step 3**

After logging into Self-Service, click the link for **Financial Aid**.
Step 4

Click the link for **Complete required documents**.
**Step 5**

Click the link for one of the required financial aid documents.

---

**Required Financial Aid Documents**

- **2018 Student Tax Information**: Submit signed federal tax returns for appropriate year. 
  - [Submit Document through the online Financial Aid Processing Center](#)
- **20/21 Student Non-Tax Filer**: Complete the worksheet verifying that you did not and were not required to file taxes for the appropriate year. 
  - [Submit Document through the online Financial Aid Processing Center](#)
- **20/21 Parent Household Size**: Complete the worksheet to verify the number of people in your parent's household and how many are attending college. 
  - [Submit Document through the online Financial Aid Processing Center](#)
Step 6

You will be redirected to the GlobalFAS site to complete the required financial aid documents.

You will be asked to provide documentation to verify the answers you indicated on your FAFSA. This portion of the Financial Aid process must be completed for you to be eligible for student aid.

Please click on each document listed below and you will be instructed on how to proceed. Once all documents have a green check mark next to them click the next button to continue.

<table>
<thead>
<tr>
<th>Document Name</th>
<th>Status</th>
<th>View</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income Earned from Work for Non Tax Filers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dependency Status</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Complete Required Documents

Step 6
You will be redirected to the GlobalFAS site to complete the required financial aid documents.