
CSS Financial Aid Profile™

CSS Profile 101 for IECA Members

CSS Profile™

 **CollegeBoard**

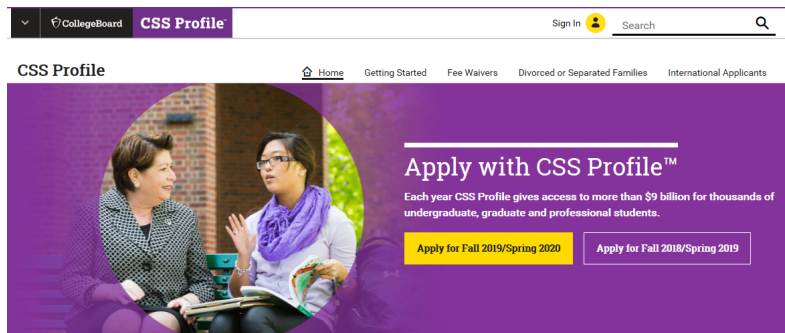
Agenda

CSS Profile

-
- What
 - Why
 - How
 - When
 - Common mistakes
 - And what else do you want to know?

What...

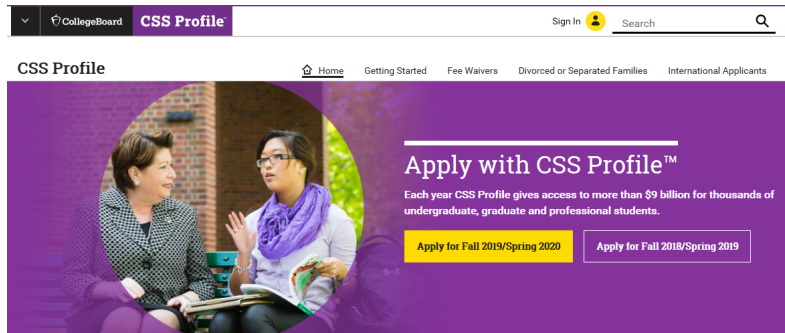
...is the CSS Profile?



- A financial aid application used to determine the family's financial need for **institutional financial aid**
- Used by about 400 colleges, universities, and scholarship programs
- A supplemental aid application to the FAFSA for most students
 - FAFSA is **always** required for federal student aid
 - CSS Profile required only if the institution requires it
- May be the primary application for international students
 - Supports international students applying for institutional aid at some colleges in the US
 - Allows international applicants to report in home currency, which is converted to US dollars for institutions

Why...

...does the student need to complete the CSS Profile?

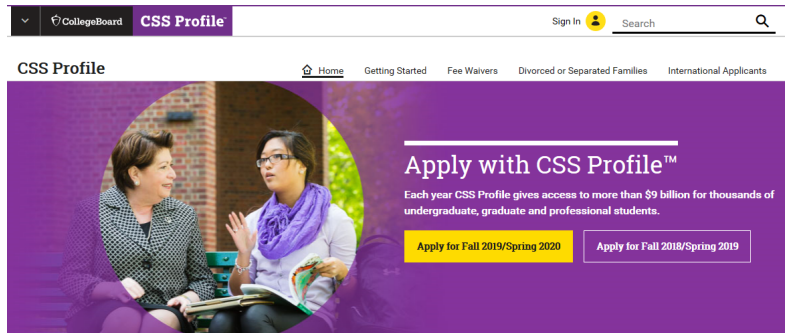


Why colleges require the CSS Profile

- Colleges require families file the CSS Profile to
 - Understand the family's true financial need
 - See a larger picture of the student's family
- Colleges use the CSS Profile to ensure that institutional financial aid is awarded
 - To the students who truly need it
 - In a fair and equitable manner
- Colleges can also use the CSS Profile to separately collect information from each of the student's parents if the parents are no longer together

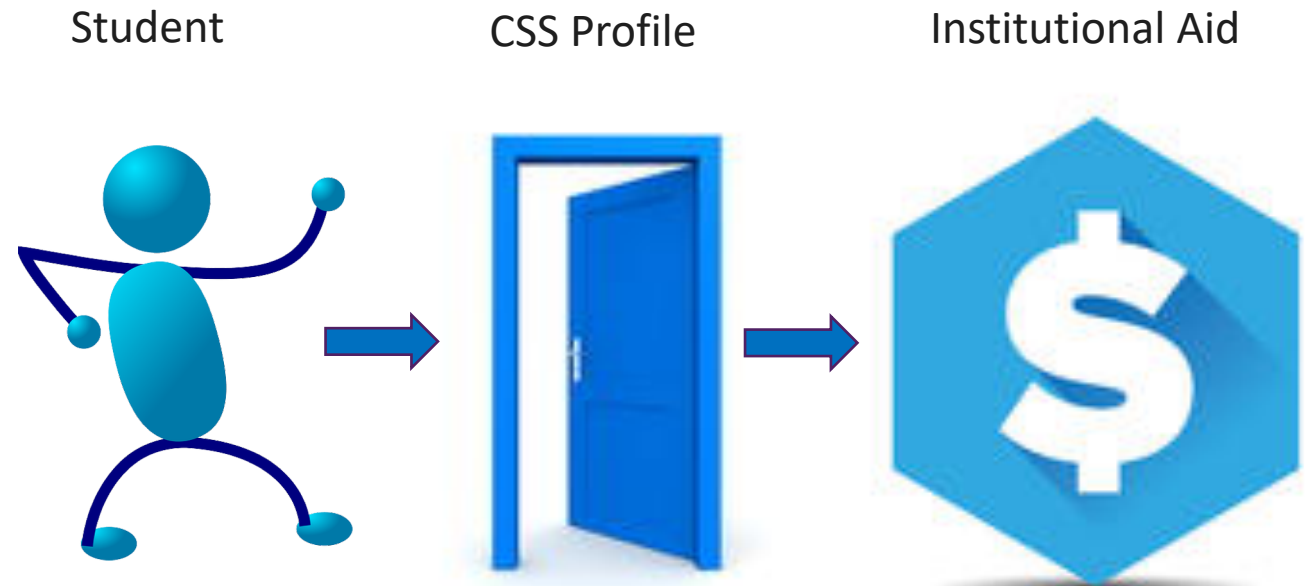
Why...

...does the student need to complete the CSS Profile?



Why Students Should Complete the CSS Profile

- To make certain that the student applies for all of the aid that an institution might award



How...

... does the student complete the CSS Profile

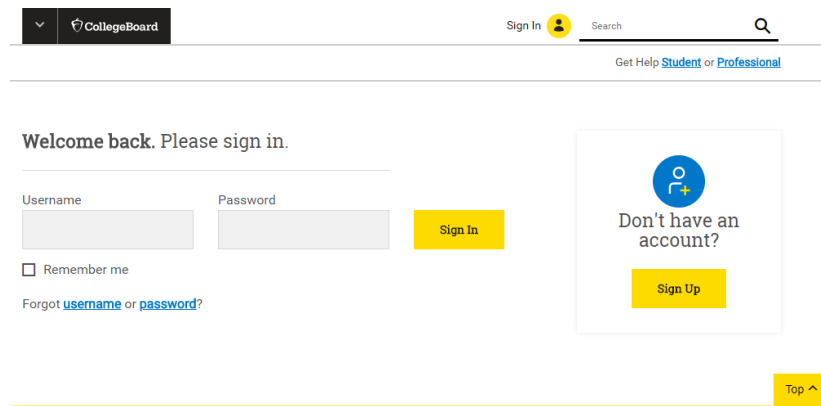
Find out if the student's college(s) require the CSS Profile:

<https://profile.collegeboard.org/profile/ppi/participatingInstitutions.aspx>

-
- First, check each of the student's college's website for application requirements
 - If required, complete the application online at
cssprofile.org
 - Students, and in most cases their parents, will need to provide information

How...

...does the student complete the CSS Profile



The screenshot shows the CollegeBoard login interface. At the top left is the CollegeBoard logo. To the right are links for 'Sign In' and 'Search'. Below the navigation bar, the text 'Welcome back. Please sign in.' is displayed. There are two input fields for 'Username' and 'Password', followed by a yellow 'Sign In' button. A 'Remember me' checkbox is located below the password field. A link for 'Forgot username or password?' is also present. On the right side of the login area, there is a box with the text 'Don't have an account?' and a yellow 'Sign Up' button. At the bottom right of the page, there is a yellow 'Top ^' button.

- Log in with a College Board account
 - Many students already have a College Board account
 - Parents can create their own, if necessary
- Select the proper application year!
 - High school seniors who will graduate in June 2019 apply for financial aid for 2019-20
 - Same rule as for the FAFSA

How...

...does the student complete the CSS Profile

- IMPORTANT
- The student's College Board account must be used for the CSS Profile for the SAT fee waiver to be awarded
- This is normally the student's log-in credentials

- **Fee Waivers and the CSS Profile**
- Fee waiver eligibility is determined automatically
 - SAT fee waiver = CSS Profile
 - CSS Profile does a fee waiver calculation
 - Family of 4 – no more than \$45,500 in total income
 - Amount changes for different family sizes
 - Based on 2017 National School Lunch Program Reduced Price Income Guidelines
- Fee waivers cover all colleges selected
- **Breaking news! – Fee waivers automatically awarded to applicants living in Hurricane Florence FEMA Designated Areas of the Carolinas**

How...

...does the student complete the CSS Profile

Costs of the CSS Profile

- Cost for the CSS Profile
 - \$25 for application and first college selected
 - \$16 for each additional college selected

CSS Profile for the Noncustodial Parent

-
- Cost is \$25 regardless of the number of school reports sent
 - Schools are selected by the student on the application the student completed with the custodial parent
 - Noncustodial parent cannot select or alter student's college list
 - Fee waivers are available
 - Calculated based on the information provided on the noncustodial parent's information
 - Emergency fee waiver eligibility determined

2 CSS Profiles? Really?

Yes. Well, maybe.

- Applies to students whose parents are still alive and who are not together
 - Divorced or separated and not living together
 - Never married and not living together
- Only if required by the student's college or colleges



2 CSS Profiles? Really?

CSS Profile Waiver for the Noncustodial Parent

- Common waiver form available on cssprofile.org
 - May not be accepted by every college
 - Check each college's website
- Decisions about the second CSS Profile requirement are made by the colleges



CSS Profile™

CSS Profile Waiver Request for the Noncustodial Parent

- Your noncustodial parent is required to complete a CSS Profile™ application. If you have no contact with your noncustodial parent, you may request to waive this requirement from each college that is requesting the CSS Profile Application from your noncustodial parent. See below process for next steps.
- **Submission of this request does not guarantee that a waiver will be approved.**
- Each college will make its own decision and communicate that decision to you. Each college reserves the right to request additional information regarding your waiver request.
- You are encouraged to check the website(s) of your college(s) to ensure that you are meeting your financial aid application requirements.
- **Be aware that not every college will accept this waiver request. Colleges may require their own form as well as additional documentation; if so, you must follow the college's instructions for submitting a CSS Profile waiver request for the noncustodial parent.**

Types of waiver requests that may be considered:

- Documented abuse situations involving you and your noncustodial parent.
- Legal orders that limit the noncustodial parent's contact with you.
- No contact or support ever received from the noncustodial parent.

Completing the CSS Profile

Be a successful aid applicant!

Getting Started

Get it right from the beginning!

- The student's name
 - Enter as listed on the student's legal documents
 - Social Security Card
 - Alien Registration Card
- Date of birth
- Social Security Number (if the student has one)
 - Must match the number entered on the student's FAFSA
 - Critical to matching your file correctly at your institution

CollegeBoard

July 3, 2018
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CSS/Financial Aid Profile® 2019-20

Navigation

- Getting Started
- ▶ Getting Started
- ▶ Student Status
- ▶ Housing Information
- ▶ Confirm Demographics
- Submit Application

Getting Started

(*) Required fields.

About the student

This section asks for important information about the student.

First name*

Middle name

Last name*

Preferred name

Email address*

Phone number (#####)*

Date of birth (MM/DD/YYYY)*

Student's marital status*

Select the applicant's marital status, not that of the parents.

Student's Citizenship

Country where the student lives*

Citizenship status*

Social Security Number (US) or Social Insurance Number (Canada)

Save and Continue

Confirm Demographics

A chance to check it all again

- New for 2019-20
- Applicant is asked to confirm accuracy of critical student information

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September 17, 2018
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CSS/Financial Aid Profile® 2019-20

Navigation

- Getting Started
- Getting Started
- Student Status
- Housing Information
- Confirm Demographics
- Parent Information
- Residence
- Academic Information
- Currency
- Parent Details
- Parent Income
- Child Support
- Housing Information
- Parent Assets
- Parent Expenses
- Household Summary
- Student Income

Confirm Demographics

(*) Required fields.

Confirm Demographics

We use this information for matching and ensuring your data is appropriately reported. Please verify that it is accurate and complete.

Student first name* India

Student last name* Global

Student date of birth (MM/DD/YYYY)* 09/30/2000

Student email address* indiglobal2018@mailinator.com

Student phone number (#####)* 7196235974

Student street address* 29, Sansad Marg, Police Colony,

Student street address (line 2) Connaught Place

Student city* New Delhi, Dehli

Student country* India

Student ZIP/Postal code 11001

This information is accurate and complete.*

Save and Continue

Student Status

Questions are asked about the student – not the student's parents

- These questions are critical to setting the application correctly
- Not getting these questions right can seriously delay the student's application
- Common mistake is for parents to answer these questions for themselves and not for the student

Student Status

(*) Required fields.

Student Status

Indicate if the following are true about the student.

The student has legal dependents (not including the student's spouse)*

The student is a veteran of the U.S. Armed Forces or currently serving on active duty*

The student is 18 or older, but was, until the age of 18, a ward of the court*

The student is 18 or older, but was, until the age of 18, in foster care*

The student was determined to be an emancipated minor by a court in the student's state of legal residence*

The student is homeless, or at risk of becoming homeless.*

Student Status

Questions are asked about the student – not the student's parents

- Many students will answer no to all of these questions
- But let's look at what happens if the student answer yes to this last question

Student Status

(*) Required fields.

Student Status

Indicate if the following are true about the student.

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The student is a veteran of the U.S. Armed Forces or currently serving on active duty*

The student is 18 or older, but was, until the age of 18, a ward of the court*

The student is 18 or older, but was, until the age of 18, in foster care*

The student was determined to be an emancipated minor by a court in the student's state of legal residence*

The student is homeless, or at risk of becoming homeless.*

Student Status

Questions are asked about the student – not the student's parents

- These are the same questions on the FAFSA
- Answers here should be the same as the student report on the FAFSA
- If student is or can be certified as homeless or at risk of being homeless based on one of these questions, the student will be treated as an independent student

Homeless

(*) Required fields.

Homeless

At any time on or after July 1, 2017, did the student's high school or school district homeless liaison determine that the student was an unaccompanied youth who was homeless or was self-supporting and at risk of being homeless?*

Please Select... ▼

At any time on or after July 1, 2017, did the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development determine that the student was an unaccompanied youth who was homeless or was self-supporting and at risk of being homeless?*

Please Select... ▼

At any time on or after July 1, 2017, did the director of a runaway or homeless youth basic center or transitional living program determine that the student was an unaccompanied youth who was homeless or was self-supporting and at risk of being homeless?*

Please Select... ▼

Report the student's parents

All of them!

- All parents are reported
 - Biological parents
 - Current stepparents
 - Current parental partners
 - Current legal guardians
- Up to four parents can be reported
- [Reporting Parents on the CSS Profile tutorial](https://cssprofile.collegeboard.org/getting-started-your-css-profile-application)
 - <https://cssprofile.collegeboard.org/getting-started-your-css-profile-application>

Parental Relationships

(*) Required fields.

List all of the student's parents below.

Include all parents - biological, adoptive, step-parents/parent's partner and legal guardians.

This information is used to build your personalized application; it is critical that you be accurate and complete. If you answer incorrectly and have to change information on this page after you have completed other sections of the application it may result in that information being considered invalid and you will have to reenter that information.

Parent(s)

	Parent's first name*	Parent's last name*	Relationship to the student*	Deceased	Remove
Parent 1	<input type="text" value="Parent 1 First Name"/>	<input type="text" value="Parent 1 Last Name"/>	<input type="text" value="Please select..."/>	<input type="checkbox"/>	
Parent 2	<input type="text" value="Parent 2 First Name"/>	<input type="text" value="Parent 2 Last Name"/>	<input type="text" value="Please select..."/>	<input type="checkbox"/>	<input type="button" value="X"/>

Click the *Save and Continue* button if the student has no other parents.

Report the student's parents

All of them!

- Example 1: DeeCee's mother is deceased
 - Father reported
 - Stepmother reported
 - Mother reported and marked as deceased

Parental Relationships

(*) Required fields.

List all of the student's parents below.

Include all parents - biological, adoptive, step-parents/parent's partner and legal guardians.

This information is used to build your personalized application; it is critical that you be accurate and complete. If you answer incorrectly and have to change information on this page after you have completed other sections of the application it may result in that information being considered invalid and you will have to reenter that information.

Parent(s)

	Parent's first name*	Parent's last name*	Relationship to the student*	Deceased	Remove
Parent 1	<input type="text" value="George"/>	<input type="text" value="Washington"/>	<input type="text" value="Father"/>	<input type="checkbox"/>	
Parent 2	<input type="text" value="Martha"/>	<input type="text" value="Washington"/>	<input type="text" value="Stepmother"/>	<input type="checkbox"/>	<input type="button" value="X"/>
Parent 3	<input type="text" value="Abigail"/>	<input type="text" value="Adams"/>	<input type="text" value="Mother"/>	<input checked="" type="checkbox"/>	<input type="button" value="X"/>

Click the *Save and Continue* button if the student has no other parents.

Report the student's parents

All of them!

- Example 2: DeeCee's parents are divorced and both have remarried
 - Father reported
 - Stepmother reported
 - Mother reported
 - Stepfather reported

Parental Relationships

(*) Required fields.

List all of the student's parents below.

Include all parents - biological, adoptive, step-parents/parent's partner and legal guardians.

This information is used to build your personalized application; it is critical that you be accurate and complete. If you answer incorrectly and have to change information on this page after you have completed other sections of the application it may result in that information being considered invalid and you will have to reenter that information.

Parent(s)

	Parent's first name*	Parent's last name*	Relationship to the student*	Deceased	Remove
Parent 1	<input type="text" value="George"/>	<input type="text" value="Washington"/>	<input type="text" value="Father"/>	<input type="checkbox"/>	
Parent 2	<input type="text" value="Martha"/>	<input type="text" value="Washington"/>	<input type="text" value="Stepmother"/>	<input type="checkbox"/>	<input type="button" value="X"/>
Parent 3	<input type="text" value="Abigail"/>	<input type="text" value="Adams"/>	<input type="text" value="Mother"/>	<input type="checkbox"/>	<input type="button" value="X"/>
Parent 4	<input type="text" value="John"/>	<input type="text" value="Adams"/>	<input type="text" value="Stepfather"/>	<input type="checkbox"/>	<input type="button" value="X"/>

Click the *Save and Continue* button if the student has no other parents.

Report the student's parents

Which parent(s) does the student live with?

- Only asked if the student's biological or adoptive parents are not together
 - Divorced
 - Separated
 - Never married and not living together
- Important to properly report the parents
 - The student lived with the most
 - Or who provide the most support
- If in doubt, report the FAFSA parent(s) here

Application Determination

(*) Required fields.

Parents Student Lived With

Select the parent(s) the student lived with most during the past year. If equal, select the parent(s) who provided the most financial support. *

- George Washington
- Martha Washington
- Abigail Adams
- John Adams

Parent's Information Provided

Select the parent(s) whose information will be provided on this application. *

- George Washington
- Martha Washington
- Abigail Adams
- John Adams

What is the current marital status of the parent(s) whose information will be provided?*

Married or in domestic partnership

Year of marriage (YYYY)*

2012

Save and Continue

Report the student's parents

Which country do the parents live in?

- Report the country your parents are living in now
- Don't report
 - Country of birth
 - Country of citizenship

Residence

(*) Required fields.

Residence

Country where the student's parent(s) live*

United States

What was the zip code of your legal residence on September 13, 2018?*

20190

Selecting the colleges

Make certain to select the correct college

- High school seniors should never select a graduate school!
 - Law School
 - Medical School
 - Business School
- Make certain the college selected accepts the CSS Profile from undergraduate applicants
- Selecting the wrong college can delay the student's application

College/Program List

Duke U: School of Law, NC	CSS Code Number: 5155
Domestic Graduate Applicants: Accepts from entering students only	
International Graduate Applicants: Accepts from entering students only	
Select College/Program: Duke U: School of Law <input type="checkbox"/>	
Duke University, NC	CSS Code Number: 5156
Domestic Undergraduate Applicants: Accepts	
Domestic Graduate Applicants: Does not accept	
International Undergraduate Applicants: Accepts from entering students only	
International Graduate Applicants: Does not accept	
Select College/Program: Duke University <input type="checkbox"/>	
Duke University School of Nursing, NC	CSS Code Number: 2185
Domestic Graduate Applicants: Accepts	
International Graduate Applicants: Accepts	
Select College/Program: Duke University School of Nursing <input type="checkbox"/>	
Duke University: School of Medicine, NC	CSS Code Number: 5152
Domestic Graduate Applicants: Accepts	
International Graduate Applicants: Accepts	
Select College/Program: Duke University: School of Medicine <input type="checkbox"/>	

Reporting income and assets

The student and the parents

- Students and parents provide information
- Parents provide more
- But it is all important!

-
- Income from the student's and the parents' tax returns
 - Questions will match the type of tax return filed
 - Non-tax filers will not see tax form questions
 - Untaxed income
 - Assets
 - Values and debts
 - All assets reported
 - Parents are asked about dependent family members
 - Details about businesses, farms, and other real estate collected

Special Circumstances

Important opportunity for family to tell its story

- List is provided as a guide
 - Other is on the list for a situation that isn't
- Free-form box accepts up to 2,000 characters to explain financial issues
- Encourages the financial aid office to communicate with the applicant
- Encourage students not to be afraid to tell their story
- Encourage students not to be embarrassed

Special Circumstances

(*) Required fields.

Special Circumstances

Select the circumstances with ongoing financial impact that apply to your family. Provide details in the box below.*

- Change in employment
- Scholarships or Sponsor information
- Exceptional medical or dental expenses
- Siblings in private school
- Catastrophic Event or Natural Disaster
- Eldercare expenses
- Financial support of other family members
- Non-recurring income or expenses
- Other
- None

Explanation - You may provide up to 2,000 characters of information.

Please provide the information in English using the following standard American keyboard characters: letters (A-Z), numbers (0-9) and punctuation (.,:;?!\$@%#&=). Ampersands, greater than/less than symbols, or other characters not listed as safe may cause processing problems.

If you need to provide additional information, please send it directly to your colleges and programs.*

When....

...should the CSS Profile be filed?

- Almost every college will have a different deadline date
- Different dates for
 - Early decision
 - Early action
 - Regular decision

- No later than the first deadline of the colleges in the student's college list
- Recommend treating a deadline like
 - College's deadline date
 - 5 days
 - = Student's deadline



Common mistakes

Students and parents make

- It is a student application – with parent information
- Parents have to remember that it isn't about them

1. Applying for the wrong academic year
2. Entering important information incorrectly
 - a) Not reporting the student's name as shown on legal documents
 - b) Not reporting the student's Social Security Number when one is available or entering it incorrectly
3. Entering the student's date of birth incorrectly
 - a) Parent entering a sibling's date of birth
 - b) Parent entering their own date of birth
4. Answering questions about the student's status incorrectly
 - a) Reporting the student has dependents
 - b) Reporting the student is married or is a veteran
 - c) Reporting the student is a ward of the court

Common mistakes

Students and parents make

5. Reporting parent information in student questions or vice versa
6. Not properly reporting the student's parents
 - a) Parents, current stepparents or partners
 - b) Living and deceased
7. Selecting a graduate school instead of the undergraduate college/university
8. The family not telling the financial aid office their story in the Special Circumstances section
9. When parents are no longer together, both parents reporting that the student lives with them, or neither reporting that the student lives with them




Resources

- PowerPoints available for download and use
- Branded, but not copyrighted


<https://counselors.collegeboard.org/resources?program=221&topic=All&type=186>



Resources



These websites, reference guides, parent and student handouts, and other resources will help you lead students to college and career success.


Program	Popular Topics	Resource Type
CSS Profile 	- Any - 	Presentations 

Apply

-
-  **Completing the CSS Profile as the Noncustodial Parent**
Learn how to complete the CSS Profile as a non-custodial parent.

PPTX | 3.43 MB 
 -  **CSS Profile Tutorial**
An overview of the 2019-20 CSS Profile.

PPTX | 2.97 MB 
 -  **Reporting Parents on the CSS Profile**
Help students report parents on the CSS Profile.

PPTX | 1.07 MB 

And what else do
you want to know?

It is your turn now

Thank you!

Susan McCrackin
smccrackin@collegeboard.org

 CollegeBoard

CSS Profile™