

These instructions are only for currently enrolled Trinity Students already receiving financial aid.



## 2018-2019 Trinity College Financial Aid Renewal Application Procedures and Deadline For Current Students (U.S. and Eligible Non-Citizens only)

**Federal and State Aid:** Only a FAFSA is required to apply for federal and state financial aid. You may ignore the steps below. If your FAFSA is selected for verification, we will request additional documentation to complete the verification process. Documentation may include such items as tax returns, W-2 statements, and a verification worksheet.

**Trinity Institutional Aid:** To apply for institutional aid, please follow all of the steps listed below.

### Step 1 Submit the following electronically:

**DEADLINE: February 1, 2018** for enrollment beginning in the fall 2018 term

**COMPLETE THE 2018-2019 FAFSA** – *required to apply for federal and state financial aid*

- ▶ Available beginning October 1, 2017 at [www.fafsa.gov](http://www.fafsa.gov)
- ▶ Be sure to list **Trinity College's school code: 001414**
- ▶ Use the IRS Data Retrieval Tool to automatically fill in your tax information.

\* **NOTE:** A renewal CSS Profile application is not required for current students who filed a CSS Profile in a previous year. Students who did not submit a CSS Profile in a previous year are required to contact the Financial Aid Office for instructions.

### Step 2 Submit the following to IDOC:

**DEADLINE: February 1, 2018** for enrollment beginning in the fall 2018 term

Trinity College subscribes to Institutional Documentation Service (IDOC) through the College Board. IDOC is a secure service to collect families' Federal Tax Returns and other financial aid application materials. The Financial Aid Office then receives this information electronically. For more information regarding IDOC, please visit <https://idoc.collegeboard.org>.

**SUBMIT INFORMATION TO IDOC**

- ▶ The College Board will send you an email notification with detailed instructions on accessing your IDOC portal and submitting your financial aid application materials to IDOC.
- ▶ Upload or mail the following information to IDOC:

**SUBMIT COPIES OF PARENT(S) 2016 US FEDERAL TAX RETURNS & W-2 STATEMENTS**

- ▶ Include all Schedules and W-2 statements
- ▶ Do **NOT** include State Tax Returns
- ▶ Acceptable Documents: copy of IRS 1040, 1040A, 1040EZ
- ▶ If your parent(s) **do not have a copy** of their tax return, request a copy of the return from your tax preparer or a Tax Return Transcript from the IRS at [www.irs.gov](http://www.irs.gov).
- ▶ If your parent(s) did **not file** a 2016 Federal Income Tax Return, please complete a non-tax filer's statement.

**COMPLETE THE TC AID APPLICATION**

- ▶ Complete all sections of the application
- ▶ Access the form through your IDOC portal by clicking “Get Forms” or download it at: <http://www.trincoll.edu/Admissions/finaid/Pages/Forms.aspx>.

**OTHER DOCUMENTS (by request only)**

- ▶ Additional items may be requested to confirm eligibility for financial aid, including, but not limited to, the following: Verification Worksheet; IRS Data Retrieval; IRS Tax Return Transcript; Business tax return(s); and/or Noncustodial Parent tax returns.

**Other Notes**

**CHECK YOUR FINANCIAL AID STATUS**

- ▶ Be sure to monitor your Financial Aid status online at: <http://FAStatus.trincoll.edu>.

**AWARD NOTIFICATIONS**

- ▶ Award notifications will be sent via email beginning in May to students who submit all documents by the February 1, 2018 deadline for enrollment beginning in the fall 2018 term.

**Summary of 2018-2019 Financial Aid Application Materials & Deadlines**

<u>DOCUMENTATION/ DEADLINES</u>				
<b>Enrollment Beginning In</b>	<b>FAFSA</b>	<b>Parent 2016 Federal Tax Returns &amp; W-2s</b>	<b>TC Aid Application</b>	<b>Award Notification</b>
<b>Fall 2018 term</b>	February 1, 2018	February 1, 2018	February 1, 2018	beginning in May 2018
<b>Spring 2019 term</b>	November 15, 2018	November 15, 2018	November 15, 2018	December 2018

**Spring 2019 Term Enrollment Late Penalty Date:**

December 1, 2018                      Late applicants will be awarded funds on an as-available basis

**Note:** Students returning from voluntary or required withdrawal are required to adhere to the February 1, 2018 due date for fall 2018 term enrollment and November 15, 2018 due date for spring 2019 term enrollment. Late applicants will be subject to the late penalty policy.