

# 2016-17 Financial Aid Application Checklist

## for CONTINUING undergraduate students

- File your 2015 federal tax returns as soon as possible.**  
We recommend that both students and parents complete their tax returns before completing the FAFSA and CSS PROFILE; it will simplify and expedite the process. If you can't file your returns by March 15, feel free to use estimates on your applications.
- 2016-17 CSS PROFILE - Due by March 15**  
Website: <http://cssprofile.org> | DU School code: 4842  
This application—available October 1, 2015—is used to determine your eligibility for institutional aid. Use income estimates to meet the due date. (The CSS PROFILE is not required for music majors, or for students in the Colorado Women's College or University College.)
- Noncustodial Parent PROFILE - Due by March 15 (if applicable)**  
Required if biological/adoptive parents are divorced, separated, single, or were never married. The Noncustodial Parent PROFILE is not initiated until the student and the custodial parent complete the CSS PROFILE. Once completed, the College Board will send the student an email directing him/her to share the email with the noncustodial parent to complete the Noncustodial Parent PROFILE.
- 2016-17 Free Application for Federal Student Aid (FAFSA) - Due by March 15**  
Website: [www.FAFSA.ed.gov](http://www.FAFSA.ed.gov) | DU School code: 001371  
This application—available January 1, 2016—is used to determine your eligibility for federal aid. Use income estimates if necessary to meet the due date.
- Additional Documentation - Due by April 1 (if requested)**  
We may need additional documentation in order to verify that the information on your application is correct. If we need further information, we will send you an email. You must submit all requested documents before we can finalize your financial aid award.
- Financial Aid Award Letter - Early June**  
If you have submitted all requirements listed above, we will send you a financial aid award letter in early June via email. We do not mail awards to continuing students.

**Why should I apply by the priority deadline?** Applying for aid by March 15<sup>th</sup> will increase your chances of receiving highly sought-after awards (such as Federal Work-Study) and of getting your financial aid package in a timely manner. Because some types of aid have such limited funding, we are not able to offer them to everyone who may otherwise be qualified. If you miss the priority deadline, that's ok—you should still apply as soon as possible!