



CSS Profile™

A Webinar for Students and Families

How to Participate in This Webinar

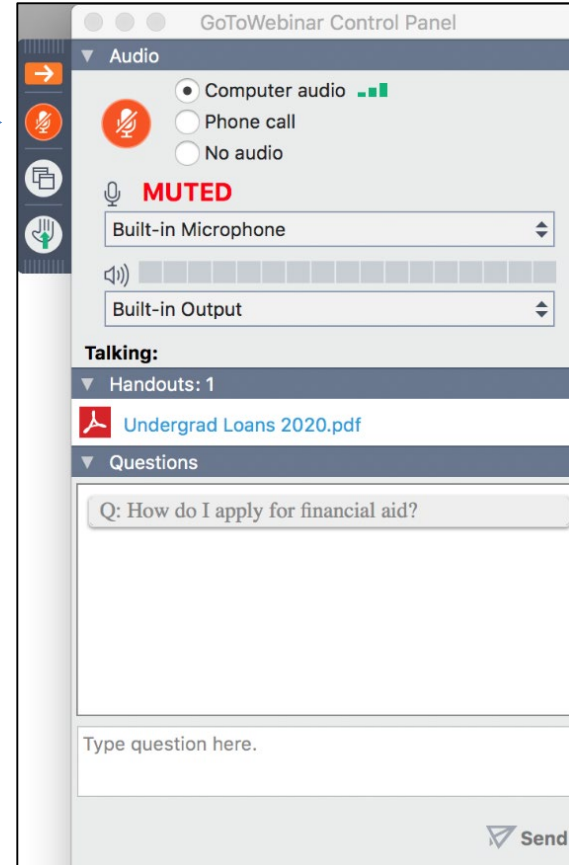
The microphone icon lets you know if you can be heard.
The presenter may mute everyone during the webinar.

The hand icon may be used if the presenter wants to
take a vote

Check the quality of your sound here

If the presenter provides handouts for the webinar, you
will find them here

Have a question during the webinar? Type it in the
Questions section



About MEFA

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mefa[®]

Not-for-profit state authority created in 1982
helping families plan, save, and pay for college

What is the CSS Profile?

- The College Board's online financial aid application
- Required by ~250 colleges/universities/scholarship programs
 - Check each college/university's financial aid website
- All colleges also require the FAFSA®
- Used to award non-federal financial aid funds
- Opens October 1st each year
- Available for both domestic and international students



Why Do Institutions Use the Profile?



- Collects more detailed information than the FAFSA
- Allows schools to ask customized questions
- Permits you to provide special circumstances

Start Here: cssprofile.org

The screenshot shows the CSS Profile website homepage. At the top is a navigation bar with links: Home, Getting Started, Fee Waivers, Divorced or Separated Families, and International Applicants. The main banner features a purple background with a circular image of two women talking. Text on the banner reads 'Apply with CSS Profile' and 'Each year CSS Profile gives access to more than \$9 billion for thousands of undergraduate, graduate and professional students.' Below this are two buttons: 'Sign In to Fall 2021/Spring 2022' (yellow) and 'Sign In to Fall 2020/Spring 2021' (white with purple border). Below the banner are three circular icons with text: 'Check participating Schools and Scholarships', 'Learn how to apply', and 'Completing the CSS Profile for the Noncustodial Parent'. At the bottom is a 'Site Topics' section with links and descriptions for 'Getting Started', 'Fee Waivers', 'Divorced or Separated Families', and 'International Applicants'.

CSS Profile Home Getting Started Fee Waivers Divorced or Separated Families International Applicants

Apply with CSS Profile

Each year CSS Profile gives access to more than \$9 billion for thousands of undergraduate, graduate and professional students.

Sign In to Fall 2021/Spring 2022 Sign In to Fall 2020/Spring 2021

Check participating Schools and Scholarships

Learn how to apply

Completing the CSS Profile for the Noncustodial Parent

Site Topics

Getting Started
We've compiled the list of our most helpful resources to make it easier for you to apply.

Fee Waivers
The CSS Profile is free for eligible students.

Divorced or Separated Families
Some colleges may require the CSS Profile from both biological parents. Learn more.

International Applicants
Many colleges provide scholarship aid to international students. Know what to expect.

High school seniors should apply for 2021-22

List of colleges that require the Profile

More info

More info

Info for noncustodial parents

Overview webinar

Additional Resources on Homepage

Resources



Creating a CSS Profile Account for Parent Use

PDF Document | 69.59 KB



CSS Profile Waiver Request for the Noncustodial Parent

PDF Document | 186.65 KB



CSS Profile Fee Waivers

PDF Document | 100.52 KB



CSS Profile Student Guide

PDF Document | 111.02 KB

For any parent, including all noncustodial parents, not using the student's account

Participating Institutions and Programs

2021-22 Participating Institutions and Programs

The following colleges, universities, and scholarship programs use CSS Profile and/or IDOC as part of their financial aid process for some or all of their financial aid applicants in the populations listed below. Please check schools' websites or contact the institution for more information.

CSS Code Show All ▾	Institution Name Show All ▾	Institution State Show All ▾	CSS Profile – Domestic Students Show All ▾	CSS Profile – International Students Show All ▾	CSS Profile – Noncustodial Parents Show All ▾	IDOC Show All ▾
1003	Alabama A&M University	AL	No	No	No	Yes
5007	American University	DC	Yes	No	Yes	No
3003	Amherst College	MA	Yes	Yes	Yes	Yes
0193	Armenian Student Assoc of Amer	RI	Yes	Yes	No	No
3075	Babson College	MA	Yes	Yes	Yes	Yes

Application Process

- Sign in
 - Use **student's** College Board account from SATs/AP tests
 - OR create a new student account using **parent's** information
 - Separate College Board account is needed for each student
- Left-hand sidebar will show different sections
- Sections are added when they become required
- You *are* permitted to jump ahead to a different section
- Click *Save and Continue* to move to the next section
- Each section is checked when it's completed
- You don't have to do the application all in one sitting
- When logging back in, you will be directed to the first incomplete section
- Answers are automatically saved as you go

Application General Tips



- To exit, click *Save and Continue* and then close the browser
- Use buttons in application, not web browser, to navigate
- Click into an answer field and help tips will appear
- Questions with an asterisk are required
- Answer all questions to which you have answers, such as the SSN
- Can leave an answer blank if it does not apply and is not required

Parent Information

- Report all parents and step-parents (up to 4) (include deceased)
- Legal guardians should be reported as parents (different from the FAFSA)
- Custodial parent, current spouse, and student provide info
 - Provide list of colleges
- Some schools require noncustodial parent info (check school's website)
- Student provides email address of noncustodial parent
 - Provides it either after school selection or in dashboard after submission
 - It is student responsibility to follow up with noncustodial parent



Noncustodial Parent Instructions

- Noncustodial parent will receive an email request to submit the Profile
- Noncustodial parent completes a separate Profile
 - Use same website: cssprofile.org
 - Must create own College Board account
 - Will use student's CBFinAid ID (included in email)
 - Will create a **student** account with **parent** information
 - No student financial info provided, just student demographic info
 - Does not select colleges but sees them listed
 - Cannot submit application until at least one college is listed
 - Can use a fee payment code
- Custodial and noncustodial parents cannot see one another's application
- If no contact with noncustodial parent, contact each financial aid office



General Information Requested on Profile

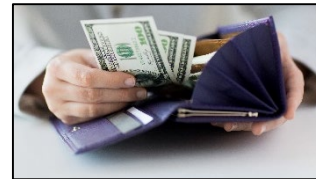
- Colleges where student is applying
- Parent & student 2019 income
 - Will refer to tax return lines
- Parent & student projected income
 - 2020 & 2021
- Parent and student assets (current)
- Household member information
- Number of children in college



More Questions = Better Estimate of Ability to Pay

Parent Income

- Untaxed Social Security Benefits, Earned Income Credit, Additional Child Tax Credit, Foreign Income Exclusion



Parent Assets

- Value and debt of primary home
- All business and farm information
- Parent assets held in siblings' names
- Retirement value (asked for, though not often used)



Parent expenses

- Medical/dental
- Private elementary/secondary school tuition
- Education loan payments



More Questions = Better Estimate of Ability to Pay

Family data

- Ages of siblings
- Colleges that siblings attend



Student data

- Private scholarships
- Employee tuition benefits



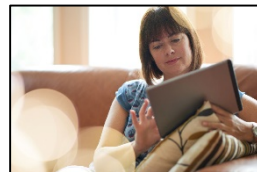
Explanation of special circumstances

- After certain questions and at the end of the application
- Can check a certain category but must provide details
- Notate change in income, exceptional expenses, etc.
- Send details to college if happens after completing the Profile



• Supplemental Questions

- Added by each college/university (requesting school will be noted)
- Sometimes not required but strongly recommended to answer





- \$25 for the application and initial school report
- \$16 for each additional school report
- Fees are paid by the family
- Payment options: Credit card or debit card
- Noncustodial parent's Profile: \$25 one-time

Fee Waivers

- Automatically granted if family meets one of the following:
 - Family is low income (parental income of approximately \$45,000 or less)
 - Student is an orphan or ward of the court and under 24
 - Student received an SAT fee waiver (must use student's College Board account)
 - Student resides in FEMA-designated disaster area
- Not available for international students
- Available to students applying for college freshman year whose parents live in U.S.
- Use for unlimited # of schools
- Noncustodial parents: fee waiver if meet same income guidelines above

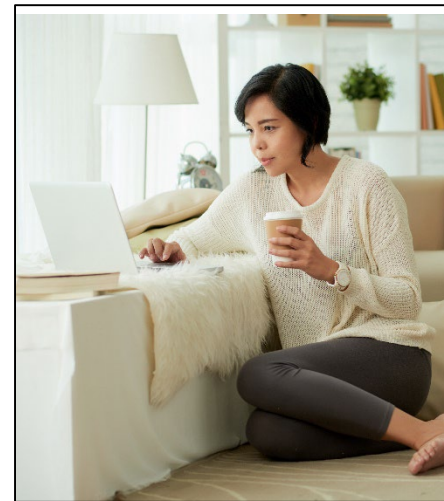
Fee Payment Codes



- Purchased by colleges/universities/organizations for use by students
- Each code pays for one college submission
- No limit on use of fee payment codes

Submitting the Profile

- Will be given a chance to review the application
 - Prompts given to review inconsistencies or possible errors
 - Able to print answers if desired
- Will need to check box to certify that application is accurate
- Will be asked to pay – fee waivers show here
- Once submitted, cannot make online edits or delete schools



Dashboard

- Can access anytime
- Tab on top right of application
- Includes:
 - Application status
 - Each college's submission date, deadline, and additional documents required
 - Next steps required by each school
 - Payment receipt
 - Option to save or print application
 - Opportunity to add a college or program
 - Link to IDOC
 - Space to add noncustodial parent's email address (can be sent multiple times)
 - The student's CBFinAid ID


What is IDOC?

- College Board's Institutional Documentation Service
- Collects family documents (such as tax returns) on institution's behalf
- IDOC student dashboard tells student of required documents
- Institution-specific forms are under the *Get Forms* link on the IDOC dashboard
- Documents must be in JPEG, TIFF, or PDF format
- Sign any documents on signature lines
- IDOC Customer Service: (866) 897-9881
- idoc.collegeboard.com

Institutional Documentation
Service (IDOC)

With IDOC, you submit your financial aid documents online and the College Board provides them to all of your IDOC schools automatically.

Sign in to IDOC



IDOC Overview

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The screenshot displays the 'Institutional Documentation Service (IDOC) Overview' dashboard. At the top, the title 'Institutional Documentation Service (IDOC) Overview' is shown in a large, blue, serif font. Below the title is a grid of eight interactive buttons arranged in two columns. The first column contains four buttons: 'Play All' (blue), 'About the Institutional Documentation Service' (white with a green vertical bar), 'Log in to IDOC' (white with a dark green vertical bar), 'Determine What Documents Are Required' (white with a blue vertical bar), and 'Upload Documents' (white with a blue vertical bar). The second column contains four buttons: 'Check the Status of Submitted Documents' (white with a purple vertical bar), 'How to Find and Complete Institution-Specific Forms' (white with a purple vertical bar), 'Tips for a Successful IDOC Submission' (white with an orange vertical bar), and 'Helpful Resources' (white with a red vertical bar). A grey circular button with a white right-pointing arrow is positioned to the right of the second column. At the bottom of the dashboard is a dark blue footer bar containing a white hamburger menu icon on the left and the text 'Institutional Documentation Service (IDOC) Overview' in white.

Institutional Documentation Service
(IDOC) Overview

Play All

About the Institutional Documentation Service

Log in to IDOC

Determine What Documents Are Required

Upload Documents

Check the Status of Submitted Documents

How to Find and Complete Institution-Specific Forms

Tips for a Successful IDOC Submission

Helpful Resources

☰ Institutional Documentation Service (IDOC) Overview

slides.collegeboard.org/idoc-student-dashboard

Profile Customer Support Center

Reach by selecting *Contact Us* throughout the application

The screenshot shows the 'CSS PROFILE CUSTOMER SUPPORT' page. At the top, there is a search bar with the placeholder 'Search...' and a blue 'Search' button. To the right of the search bar is a user profile icon and the text 'WELCOME'. Below the search bar is a home icon. The main heading is 'CSS PROFILE CUSTOMER SUPPORT'. Underneath the heading are three tabs: 'FAQ', 'CONTACT US (U.S. AND CANADA)', and 'CONTACT US (INTERNATIONAL)'. The 'CONTACT US (U.S. AND CANADA)' tab is selected and highlighted with a blue underline. Below the tabs, the text 'U.S. and Canada: 844-202-0524' is displayed. To the left of this text is an orange arrow pointing from the word 'FAQs' (written in orange) to the 'FAQ' tab. Below the phone number, the text 'Support Hours:' is followed by 'Phone: 9am-6pm ET Monday-Friday' and 'Chat: 9am-6pm ET Monday-Friday'. To the right of the phone number is an orange arrow pointing from the text 'Phone number' (written in orange) to the phone number. At the bottom, there is a blue button that says 'CHAT AVAILABLE'. To the right of this button is an orange arrow pointing from the word 'Chat' (written in orange) to the button.

FAQs


Phone number

Chat

Email: finaidservices@collegeboard.org

CSS Profile Overview

learn.collegeboard.org/css-profile-overview/

 **CSS Profile™**

Menu

CONTINUE →

- 1 What is the CSS Profile™ ?
- 2 Completing your application
- 3 What is the CSS Profile dashboard?
- 4 Fee Waivers
- 5 Divorced and Separated Parents
- 6 Independent Students
- 7 International Students
- 8 Tips and Helpful Resources

CSS Profile Student Guide

**CSS Profile™**

2021-22 CSS Profile Student Guide

This guide provides the basic information you need to complete your CSS Profile application at cssprofile.org starting Oct. 1, 2020.

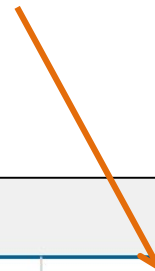
WHAT is the CSS Profile?

The **CSS Profile** is an online application that collects information used by nearly 400 colleges and scholarship programs to award non-federal aid. (For **federal** aid you must complete the **FAFSA**, available Oct. 1 at fafsa.ed.gov.) Some colleges may require the CSS Profile from both biological/adoptive parents in cases of divorce or separation.

The Process

1. **Sign-in** – Use your College Board username and password or sign up for a new account. If you created an account for the SAT or to view your PSAT or AP scores, you should use the same user name and password for your CSS Profile application.

Link on cssprofile.org



Resources

↓ Creating a CSS Profile Account for Parent Use PDF Document 69.59 KB	↓ CSS Profile Waiver Request for the Noncustodial Parent PDF Document 186.65 KB	↓ CSS Profile Fee Waivers PDF Document 100.52 KB	↓ CSS Profile Student Guide PDF Document 111.02 KB
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Things To Do

- Reference MEFA's *College Admissions and Financial Aid Timeline* on mefa.org
- Research deadlines and required applications
- Attend other MEFA webinars: mefa.org/events
- Start completing applications
 - Remember to do the FAFSA!



MEFA Events

We offer free informative webinars and virtual community events on a range of topics. To register for an upcoming webinar, click a topic below. To view a recorded webinar, please view our [MEFA Videos](#) page. And if you're a school counselor or college administrator looking for a webinar, please visit the [MEFA Institute](#).

Connect with MEFA on Social Media



MEFA
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After you receive your financial aid award from the colleges to which you have been accepted, you may need to gather some additional information. The following are some important questions to ask.

QUESTIONS TO ASK IN THE FINANCIAL AID PROCESS #FINAID

1 What is the college's total cost of attendance?	2 What financial aid applications are required and when are they due?	3 What are the college's application requirements for divorced or separated parents?	4 Does the college offer merit-based scholarships? How do students apply?	5 Will my financial aid stay the same every year?
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Thank You

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Questions?

(800) 449-MEFA (6332)

collegeplanning@mefa.org

How was the webinar? We'd love to hear your feedback.
Leave us a Google review at [Google.com](https://www.google.com)

