

# Reapply for Financial Assistance

To apply for financial assistance for the 2024–2025 academic year, you must submit the following by **April 1, 2024**:

■ **2024–2025 Free Application for Federal Student Aid (FAFSA):**

Apply online at [studentaid.gov](https://studentaid.gov). The Bentley federal school code is 002124. You can access your renewal data with your Federal Student Aid ID (FSA ID) or obtain your FSA ID and/or password if you've forgotten yours. Your parents must also sign your application electronically using their own FSA ID and password. This form is required to determine your eligibility for Federal Direct loans and federal and state grants.

- **IRS Direct Data Exchange:** The 2024-2025 FAFSA utilizes a new tool called the IRS Direct Data Exchange to automatically transfer 2022 tax data from the IRS to your FAFSA. This service will save you time and increase the accuracy of your information. **Please note:** Certain categories of tax filers may not qualify to use the IRS Direct Data Exchange. If this tool is not available to you, you will need to enter tax information manually.

■ **2022 Parent Federal Tax Returns, and W-2 forms:**

Please make sure that copies are signed and attach all lettered (A-F) and numbered (1-3) schedules.

■ **If any of the following statements apply to you, you must also complete the appropriate forms and submit them to the Office of Financial Assistance by April 1, 2024:**

- If your parents were not required to file a 2022 federal income tax return, they must complete a **Non-Filer Form**.
- If your parents are self-employed, own part or all of a business or farm or report any business income on federal income tax returns (usually reported on Schedule C or Schedule E), then they must complete the **Business/Farm Supplement** for each business or submit their 2022 business tax returns (1065, 1120S).
- If your parents own real estate other than their primary home or rent out a portion of their primary home, they must submit a **Clarification of Property Value** form.
- If your parents are divorced, separated or were never married to each other, collection of non-custodial parent information may be required. Contact your counselor with questions.

**All forms are available on the Student Financial Services website at:** [bentley.edu/offices/financial-assistance/supplemental-forms](https://bentley.edu/offices/financial-assistance/supplemental-forms).

■ **Please note:**

The College Scholarship Service Profile (CSS code: 3096) is not required of all applicants, but may be requested by your financial aid counselor, particularly if your family's financial situation has changed drastically between years.

**It is your responsibility to obtain the necessary forms and submit them by the deadline.**

If you need assistance completing any of the applications, please contact us. If there is anything preventing you from meeting the deadline, please contact us prior to the deadline. If we have questions regarding any of the information you submit, we may request additional documentation. Check your mail and email regularly at both your school and permanent addresses for communication from our office.

We encourage you to upload your documents via our website, as this allows us to process them quickly. You may also fax, mail or deliver the documents in person. Please be sure that your name and Bentley ID number appear on all documents.\*

When reapplying for aid, please note that changes in your family size, income, assets or number of siblings enrolled in an undergraduate program can affect your eligibility.

Please note that students must be making satisfactory academic progress to qualify for financial aid. Your progress will be determined after your spring 2024 grades are reported. For more information, please see the Student Handbook. If you are concerned about your academic performance, we encourage you to see your academic adviser.

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\*Bentley Student Financial Services is committed to protecting your personal information. We understand fully the sensitivity of the information we handle and have procedures and tools in place to safeguard this data. Personal information protection starts with your own actions. To minimize the risk of disclosure, please only send required or requested information to our office. Do not use your Social Security number as an identifier, and when submitting materials that include a Social Security number, please black out this information.