

REAPPLY FOR FINANCIAL ASSISTANCE

To apply for financial assistance for the 2020–2021 academic year, you must submit the following by **April 1, 2020**:

■ **2020–2021 Free Application for Federal Student Aid (FAFSA):**

Apply online at fafsa.ed.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 Data Retrieval for FAFSA on the Web:** The IRS Data Retrieval tool can help you complete your FAFSA online by allowing you to transfer processed 2018 tax return data directly from the Internal Revenue Service (IRS). This service is available through the FAFSA website and will save you time and increase the accuracy of your FAFSA information. If you do not use IRS data transfer when filing or correcting your FAFSA, we may need to collect additional documentation from you during our review of your application. We strongly encourage you to use this tool, if possible, when completing your 2020–2021 FAFSA. **Please note:** certain categories of tax filers may not qualify to use the IRS Data Retrieval tool.

■ **College Scholarship Service PROFILE Form:**

Apply online at collegeboard.org. The Bentley CSS code is 3096. This form is required if you wish to be considered for Bentley need-based aid.

■ **2018 Parent Federal Tax Returns, and W-2 forms:**

Please make sure that copies are signed and attach 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, 2020.**

- If your parents were not required to file a 2018 federal income tax return, then 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 you must complete the Business/Farm Supplement for each business or submit their 2018 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 Office of Financial Assistance website at:
bentley.edu/offices/financial-assistance/supplemental-forms.

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 most quickly. You may also fax, mail, or deliver the documents in person. Please ensure that your name and Bentley ID number appear on all documents.*

If you are 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 2020 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.

*The Bentley Office of Financial Assistance 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.

Office of Financial Assistance

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