2024–2025

Current Student Financial Aid Checklist[1]

LEHIGH
UNIVERSITY

Important Deadline: the following materials must be submitted to our office by March 15, 2024

☐ **Complete the 2024–2025 College Board CSS Profile™**

Complete online at **cssprofile.org (School code: 2365)**. Note: if your legal parents do not live together, both of your parents (your custodial parent and your non-custodial parent) will need to complete separate applications.

☐ **Complete the 2024–2025 Free Application for Federal Student Aid (FAFSA)**

Complete online at **studentaid.gov** (**School code: 003289**) using student and custodial parent information. The FAFSA will be released in December 2023 instead of the normal October release date.

☐ **Submit parent(s)' 2022 Federal Income & Business Tax Returns**

If any parent (custodial/ non-custodial/step-parent) is required to file a tax return, please submit a copy of your **2022 federal (1040) income tax return, along with all accompanying schedules & W-2 forms**. If any parent (custodial/non-custodial/step-parent) is or an owner (part or full) of a corporation/partnership, please also submit copies of the **2022 business tax returns (1120, 11205, 1065) and any accompanying schedule K-1s**).

☐ **Submit student's 2022 Federal Income Tax Return**

If the student is required to file a tax return, please submit a copy of the 2022 federal (1040) income tax return, along with all accompanying schedules & W-2 forms.

☐ **Grant Proxy Access to Parents/Guardians/ Third Parties (recommended, not required)**

The Family Educational Rights and Privacy Act (FERPA) limits the kind of information that can be shared by Lehigh faculty and staff. By granting proxy access, you can give select individuals permission to view specific student information protected by FERPA (i.e, financial aid, grades, schedules, etc.). Log in to Banner via **connect.lehigh.edu** and click on "student services" to initiate proxy access set up.

Reminders

• You must maintain satisfactory academic progress to maintain aid eligibility. Please visit **lehigh.edu/ financialaidpolicies** for more information.

• Changes to your household size, number of siblings in college, income and asset information will affect your eligibility.

• Students who submit a complete financial aid application AFTER our deadlines may not receive any institutional need based financial aid.

• Check your Lehigh portal often to view outstanding requests for paperwork and to confirm receipt of all application materials. Please allow us five to seven business days from the date of submission for the information to be updated.

• 2024–2025 financial aid offers will be available via the Lehigh Portal by mid-June. Students will be notified via email when their information is ready.

TO SUBMIT MATERIALS: Lehigh is NOT an IDOC participating school. Parent and student tax information and any supplemental documentation should be submitted directly to the Office of Financial Aid at Lehigh University or by mail. Use your Lehigh Portal to view outstanding requirements and to confirm receipt of application materials, please allow five to seven business days from the date of submission for the information to be updated. Documents can be uploaded at **go.lehigh.edu/finaiddoccenter**.

Questions? Get in touch.

Telephone: (610) 758-3181
E-mail: financialaid@lehigh.edu
Fax: (610) 758-6211
Web: **lehigh.edu/financialaid**

Office of Financial Aid
27 Memorial Drive West
Bethlehem, PA 18015

Un representante de espanol esta disponible en la Oficina de Ayuda Financiara para contestar cualquier pregunta.

[1]The materials above are required if you are applying for institutional need-based aid. If you are applying for federal aid only, you will only need to submit the FAFSA. If you have been selected for verification by the government then you may be required to submit additional documents, such as the Verification Worksheet, as requested by our office.