

# Prospective Student Financial Aid Checklist<sup>1</sup>

Deadlines for materials vary based on admissions applicant type. Please see the grid below for deadlines.

- Complete the 2019–2020 CSS/Financial Aid PROFILE®**  
 Complete online at [cssprofile.org](http://cssprofile.org).  
 Note: A \$25 fee is charged for initial school's application. All subsequent school applications are \$16.
- Complete the 2019–2020 Free Application for Federal Student Aid (FAFSA)**  
 Complete online at [fafsa.ed.gov](http://fafsa.ed.gov) (**School code: 003289**) We strongly encourage use of the IRS Data retrieval tool to complete the FAFSA.
- Submit parent(s)' federal income tax return**  
 If either parent is required to file a tax return, please submit a copy of your 2017 federal income tax return, along with all accompanying schedules & W-2 forms.
- Submit student's federal income tax return**  
 If the student is required to file a tax return, please submit a copy of the 2017 federal income tax return, along with all accompanying schedules & W-2 forms.
- Submit Parent(s)' Federal Business Tax Forms (if applicable)**  
 If either parent is self-employed or an owner (part or full) of a corporation/partnership, submit copies of the 2017 business tax returns (Schedule C, corporate tax returns and/or partnership tax returns).
- Submit Family Educational Rights and Privacy Act (FERPA) Waiver (recommended, not required)**  
 In compliance with the FERPA of 1974 (20 U.S.C. §1232g; 34 CFR Part 99), the University is prohibited from providing certain information from your student records to a third party, such as financial aid (including your grants, scholarships, work-study, or loan amounts) and other student record information. This restriction applies, but is not limited, to your parents, your spouse or a sponsor. Complete the FERPA waiver to allow the Office of Financial Aid to provide financial aid information to parents or third parties.
- Complete and submit the 2019–2020 non-custodial Profile™ and Income Information (if applicable)**  
 Submit non-custodial Profile™ if legal parents are not married and do not live together. Complete online at [cssprofile.org](http://cssprofile.org). Submit copy of noncustodial parent's 2017 federal income tax return along with all accompanying W-2 forms and

## Important Deadlines

The deadlines below indicate the date by which a complete financial aid application must be submitted. Applicants who submit a complete financial aid application after our deadlines may not receive any institutional need based financial aid.

**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. Documents can be uploaded at [lehigh.edu/financialaid/contact](http://lehigh.edu/financialaid/contact).

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.

## Questions? Get in touch.

Telephone: (610) 758-3181      Office of Financial Aid  
 E-mail: [financialaid@lehigh.edu](mailto:financialaid@lehigh.edu)      27 Memorial Drive West  
 Fax: (610) 758-6211      Bethlehem, PA 18015  
 Web: [lehigh.edu/financialaid](http://lehigh.edu/financialaid)

Un representante de español esta disponible en la Oficina de Ayuda Financiera para contestar cualquier pregunta.

<sup>1</sup>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, and/or use the IRS Data Retrieval Tool, as requested by our office.

Applicant Type	Financial Aid Application Deadline	Financial Aid Award Notification
Early Decision I	November 1	Mid-December
Early Decision II	January 1	Mid-February
Regular Decision	February 1	Late March
Fall Transfer	March 1	Late May