



# **PROFILE 2017-18**

FAQs and Glossary

Term/Question	Definition/Answer
<b>401(k)</b>	An employer-provided retirement savings plan through which employees request that part of their pay be directly deposited in a tax-deferred investment account. Salary put in the plan is not taxed until it is later withdrawn, presumably in retirement. Employers often match part or all of the employee's deposits. Penalties usually apply to withdrawals before age 55, although most plans allow employees to borrow tax- and penalty-free from their accounts.
<b>529 Prepaid Tuition Plan</b>	529 Pre-paid Tuition Plans are Qualified Tuition Plans (QTP) that allow parents, other relatives, and even non-relatives to save funds each year for college expenses. Prepaid Tuition Plans allow the family to purchase "shares" of tuition costs for a designated beneficiary (student). These plans allow the family to "lock in" future tuition charges at today's rates.  Since these plans represent an asset they must be reported as such on the PROFILE if the parent is the owner of the plan established for the student or the student's brothers or sisters.
<b>529 Savings Plan</b>	529 Savings Plans are Qualified Tuition Plans (QTP) that allow parents, other relatives, and even non-relatives to save funds each year for college expenses. The owner of the plan deposits funds into the account and when the beneficiary enrolls in college, those accumulated funds (principal plus interest) may be withdrawn to help pay for the beneficiary's college expenses.  Since these plans represent an asset they must be reported as such on the PROFILE if the parent is the owner of the plan established for the student or the student's brothers or sisters.
<b>Adjusted gross income (AGI)</b>	Adjusted gross income (AGI) is the IRS-defined amount of income a family must report and pay taxes on each year. AGI is the sum of wages, interest income, dividend income, business and real estate income, alimony, capital gains, and miscellaneous income, less the amount of losses and adjustments. The adjustments - sometimes called above-the-line deductions because you can claim them whether or not you itemize deductions - include deductible contributions to IRAs, SIMPLE and Keogh plans, contributions to health savings accounts, job-related moving expenses, penalties paid on early withdrawal of savings, the deduction for self-employment tax, alimony payments, interest on higher education loans and certain qualifying college costs.
<b>Adobe Acrobat Reader</b>	Free, downloadable software that lets you view and print Adobe Portable Document Format (PDF) files.
<b>Adoptive parent</b>	Parent who has completed the legal process to raise a child of other biological parents as if it were his or her own
<b>Annuity</b>	An investment that pays the investor a set amount of money each year for a number of years, often the investor's lifetime
<b>Asset</b>	An item of value, such as a family's home, business, and farm equity; real estate; stocks; bonds; mutual funds; cash; certificates of deposit (CDs); bank accounts; trust funds; and deposit, savings, and checking accounts.

<b>Biological parent</b>	The genetically related or birth parent.
<b>Certificate of deposit (CD)</b>	A certificate, issued by a bank to a depositor, indicating a sum of money has been deposited for a specified term and on which interest is paid.
<b>College Savings Plan</b>	College Savings Plans are Qualified Tuition Plans (QTP) (also known as 529 plans) that allow parents, other relatives, and even non-relatives to save funds each year for college expenses. The owner of the plan deposits funds into the account and when the beneficiary enrolls in college, those accumulated funds (principal plus interest) may be withdrawn to help pay for the beneficiary's college expenses. Since these plans represent an asset they must be reported as such on the PROFILE if the parent is the owner of the plan established for the student or the student's brothers or sisters.
<b>Coverdell education savings account</b>	Originally known as the education IRA, a Coverdell education savings account allows you to put money in a special account that will be used to pay a student's school bills. There's no deduction for contributions but if the money is used to pay qualifying expenses, withdrawals are tax free.
<b>CSS Code</b>	The unique number assigned to each college, university, and scholarship program that accepts or requires the CSS/Financial Aid PROFILE, Noncustodial PROFILE (NCP), or Institutional Documentation Service (IDOC).
<b>CSS Code List</b>	The list of colleges, universities, and scholarship programs that accept or require the CSS/Financial Aid PROFILE
<b>CSS ID</b>	The unique number assigned to the student at the end of the PROFILE Registration process. It is used to identify the student throughout the PROFILE process. The student should keep it safe and available, as it will be required for calls to customer service and for use in the Noncustodial PROFILE (NCP) process (if the NCP is required).

<b>Custodial household</b>	<p>The custodial household is the household in which the student lives. If a student's parents are divorced or separated, the custodial household is the parental residence where the applicant has lived the most during the 12 months prior to filing the application. If the student lived equally with each parent, the parent providing more than 50% of the student's financial support during the last 12 months, or during the most recent calendar year that the student was actually supported by a parent is considered custodial. Financial support includes money, housing, clothing, food, medical/dental care, and transportation.</p> <p>Even if time and financial support were equal for both parents, you must choose which parent will be considered the custodial parent in the application process.</p>
<b>Custodial parent</b>	<p>The custodial parent(s) are the parent(s) the student lives with. If a student's parents are divorced or separated, the custodial parent(s) are the parent or parents with whom the student has lived the most during the 12 months prior to filing the application. If the applicant has spent an equal amount of time in both parents' households during the past year, then the custodial parent is the parent who provided the most financial support during this period or during the most recent calendar year that the student was actually supported by a parent. Financial support includes money, housing, clothing, food, medical/dental care, and transportation. If the student's custodial biological or adoptive parent has remarried and the student lives with a step-parent, the step-parent is considered the student's custodial parent as well, and information about both custodial parents, the biological and the step-parent, is reported on the PROFILE.</p> <p>Even if time and financial support were equal for both parents, you must choose which parent will be considered the custodial parent in the application process.</p>
<b>Deductions</b>	<p>Expenses you are permitted to subtract from your taxable income. All U.S. taxpayers may claim a standard deduction amount. If you file a U.S. tax return and your qualifying expenses exceed your standard deduction, you may claim the higher amount by itemizing your deductions.</p>
<b>Dependency status</b>	<p>In general, a student's dependency status is the degree to which a student has access to parent financial resources. Each student is determined to be dependent on or independent of his or her parents based on the following criteria: Is the student 24 years old or older? Is the student married? Is the student enrolled in a graduate or professional school program? Does the student have dependents other than a spouse? Is the student an orphan or ward of the court? Is the student a U.S. military veteran? If the student can answer yes to any of the above questions, he or she is considered independent for financial aid purposes.</p> <p>Financial aid eligibility is, in part, determined by a student's dependency status. Independent students are treated differently from students who are dependent on their parents. However, some schools and programs require parental information on the PROFILE even if the student is considered independent based on the criteria above.</p>
<b>Dependent</b>	<p>For a child or other person to be considered your dependent, they must live with you and you must provide them with more than half of their support.</p>

<b>Dependent care account</b>	An employer-sponsored benefit which allows employees to pay for dependent care on a pre-tax basis. The employer withholds a certain portion of their earnings to pay for these expenses. In return, their income is reduced by the amount withheld and therefore their taxes are also reduced. The amount withheld for these purposes is reported by U.S. employers on the W-2 form. Since no taxes are paid on this income, it is considered untaxed income.
<b>Dependent student</b>	A student is considered dependent, for financial aid consideration, if he or she is or has none of the following: is at least 24 years old as of January 1 of the academic year, is married, is a graduate or professional student, has a legal dependent other than a spouse, is a veteran of the U.S. Armed Forces, or is an orphan or ward of the court (or was a ward of the court until age 18).
<b>Dividend</b>	Payment made by a corporation from its profits to its shareholders/stockholders.
<b>Early Action</b>	A program with earlier deadlines and earlier notification dates than the regular admissions process. Unlike an Early Decision program, students who apply to an Early Action program do not have to commit to attending the school if admitted.
<b>Early Admission</b>	The term "Early Admission" is often used to refer collectively to Early Action and Early Decision programs. In other cases, it refers to a program that allows gifted high school juniors to skip their senior year and enroll instead in college.
<b>Early Decision</b>	A program with earlier deadlines and earlier notification dates than the regular admissions process. Students who apply to an early decision program commit to attending the school if admitted (thus, Early Decision can be applied to only one school).
<b>Earned income</b>	Compensation, such as salary, wages, commissions and tips, you receive for your personal services. This is distinguished from "unearned" income such as interest, dividends, and capital gains.
<b>Earnings</b>	Money earned through paid employment, as profit, or from investments
<b>Education savings account</b>	Education savings accounts are special savings accounts that allow parents, other relatives, and even non-relatives to save funds each year for college expenses, often providing special tax-incentives. There are several different types.
<b>Educational IRA</b>	Educational IRAs are special savings accounts that allow parents, other relatives, and even non-relatives to save funds each year for college expenses, often providing special tax-incentives. There are several different types.

<b>Eligible non-citizen</b>	Someone who is not a U.S. citizen but is nevertheless eligible for federal student aid. Eligible non-citizens include: 1) permanent U.S. residents with a Permanent Resident Card (I-551), 2) conditional permanent residents with a Conditional Green Card (I-551C), 3) non-citizens with an Arrival-Departure Record (I-94) from the Department of Homeland Security showing any one of the following designations: "Refugee," "Asylum Granted," "Parolee" (I-94 confirms paroled for a minimum of one year and status has not expired), T-Visa holder (T-1, T-2, T-3, etc.), or "Cuban-Haitian Entrant," 4) the holder of a valid certification or eligibility letter from the Department of Health and Human Services showing a designation of "Victim of human trafficking," or 5) citizens of the Republic of Palau (PW), the Republic of the Marshall Islands (MH), or the Federated States of Micronesia (FM).
<b>Expected Family Contribution (EFC)</b>	The amount of money that the family is expected to be able to contribute to the student's education, as determined by the Federal Methodology need analysis formula approved by the U.S. Congress. The EFC includes the parent contribution and the student contribution, and depends on the student's dependency status, family size, number of family members in school, and taxable and nontaxable income and assets. The difference between the cost of attendance (COA) and the EFC is the student's financial need, and is used in determining the student's eligibility for need-based financial aid.
<b>Federal Insurance Contributions Act (FICA)</b>	The U.S. Federal Insurance Contributions Act (FICA) provides for a federal system of old-age, survivors, disability, and hospital insurance. This system is financed by the social security and Medicare tax that is withheld from U.S. employees' wages. The amounts withheld are reported on employees' W-2 forms.
<b>Federal Work-Study (FWS)</b>	U.S. federal program providing undergraduate and graduate students with part-time employment during the school year. The federal government pays a portion of the student's salary, making it cheaper for departments and businesses to hire the student. For this reason, work-study students often find it easier to get a part-time job. Eligibility for FWS is based on need. Money earned from a FWS job is not counted as income for the subsequent year's need analysis process.
<b>Fee Payment Code</b>	Codes distributed by scholarship programs or the financial aid office of participating institutions that cover the fees for reporting a student's PROFILE data to one program, college, or university. Each code is a unique number that is entered during the payment process when a student submits the PROFILE or completes an Add Colleges or Programs Request.

<b>Fee Waiver</b>	The application and reporting PROFILE fees for up to eight colleges or programs are automatically waived for a limited number of first-year, first-time domestic applicants from very low income families who qualify based on the information provided on the PROFILE. First-time, domestic college applicants who used an SAT fee waiver may also qualify for up to eight PROFILE fee waivers. To qualify, students must log in to PROFILE using the same credentials used for the SAT. These fee waivers are granted automatically when the applicant submits the PROFILE.
<b>Financial aid</b>	Financial aid is money supplied by a source other than the family to assist with the costs of a student's postsecondary education. Sources include federal, state, institutional, and private funds. Major forms of financial aid include gift aid (grants and scholarships) and self-help aid (loans and work-study).
<b>Financial Aid Administrator (FAA)</b>	A college or university employee who is involved in the administration of financial aid. Some schools call FAAs "Financial Aid Advisors" or "Financial Aid Counselors."
<b>Free Application for Federal Student Aid (FAFSA)</b>	The application that must be completed by all students and parents who apply for U.S. federal student aid, such as Pell Grants. As the name suggests, no fee is charged to file a FAFSA. Applicants can complete a FAFSA online at <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a> . You may also be able to get a paper FAFSA from your high school guidance office, or call the Federal Student's Aid Information Center at (800) 433-3243.
<b>Grant</b>	A type of financial aid that the student does not have to repay
<b>Hope Credit</b>	A U.S. tax credit for each eligible dependent family member enrolled at least half-time in their first four years of undergraduate study. The amount of the credit is based on the qualified tuition and related expenses paid by the taxpayer and the taxpayer's income.
<b>Income</b>	The amount of money received from employment (salary, wages, tips), profit from financial instruments (interest, dividends, capital gains), or other sources (welfare, disability, child support, social security, and pensions).
<b>Independent student</b>	A student is considered independent, for financial aid consideration, if he or she is or has at least one of the following: is at least 24 years old as of January 1 of the academic year, is married, is a graduate or professional student, has a legal dependent other than a spouse, is a veteran of the U.S. Armed Forces, or is an orphan or ward of the court (or was a ward of the court until age 18). If not, the student is considered dependent. A parent refusing to provide support for their child's education is not sufficient for the child to be declared independent.  Financial aid eligibility is, in part, determined by a student's dependency status. Independent students are treated differently from students who are dependent on their parents. However, some schools and programs require parental information on the PROFILE even if the student is considered independent based on the criteria above.

<b>Individual Retirement Account (IRA)</b>	An investment account in which a person can set aside income up to a specified amount each year and usually deduct the contributions from taxable income, with the contributions and interest being tax-deferred until retirement. A reference to an IRA without the moniker "Roth" in front of it is a reference to a traditional IRA, a tax-favored account designed to encourage saving for retirement. If your income is below a certain level or you are not covered by a retirement plan at work, deposits into a traditional IRA can be deducted on a U.S. tax return.
<b>Institutional Documentation Service (IDOC)</b>	Through IDOC, the College Board collects income tax returns and other documents from financial aid applicants on behalf of participating colleges and scholarship programs. Students will be notified on their online PROFILE acknowledgment or via an email notification if they are required to submit their documents through IDOC. The notification will also appear on their acknowledgment email.
<b>Interest</b>	The price paid for the use of borrowed money (e.g. interest on a home mortgage) or, money earned by deposited funds (e.g. interest earned on a savings account).
<b>Itemized deductions</b>	For U.S. tax payers, itemizing deductions may result in a lowered adjusted gross income and lower federal taxes paid. Itemized deductions include such things as medical and dental expenses, state and local income taxes, home mortgage interest and points, gifts to charity, losses from theft or casualty, and unreimbursed employee expenses. Students or parents who itemize deductions total them on IRS Form 1040, Schedule A.
<b>Keogh plan</b>	Also known as an H.R. 10 plan, this is a U.S. retirement plan for the self-employed or small business owners. As much as 20% of self-employment income can be deposited in a Keogh, and contributions can be deducted. There is no tax on the earnings until the money is withdrawn. There are restrictions on making withdrawals before age 59 1/2.
<b>Land sale contracts</b>	A land sale contract is a contract drawn between a buyer and a seller for the sale of property with payments usually made in installments. Ownership of the property is not transferred until all of the payments have been made.
<b>Legal guardian</b>	A legal guardian is a person who is appointed by a court to act as a guardian in a legal relationship and who is directed by the court to support the student with his or her own financial resources. The definition of legal guardianship does not include your parents, even if they were appointed by a court to be your guardians.
<b>Lifetime Learning Credit</b>	Tax credit for each eligible family member enrolled at least half-time in the first four years of undergraduate study, provided that the student is claimed as a dependent by the taxpayer claiming the credit. The amount of the credit is based on the qualified tuition and related expenses paid by the taxpayer and the taxpayer's income.
<b>Loan</b>	Money received which must be repaid, with interest.

<b>National School Lunch Program</b>	The U.S. National School Lunch Program (NSLP) is a federally assisted meal program operating in U.S. public and non-profit private schools and residential child care institutions. It provides nutritionally balanced, reduced-cost or free lunches to children each school day. The program was established under the National School Lunch Act.
<b>Need Analysis</b>	The process of determining a student's financial need by analyzing the financial information provided by the student and his or her parents (and spouse, if any) on a financial aid form. The student must submit a need analysis form to apply for need-based aid. Need analysis forms include the Free Application for Federal Student Aid (FAFSA) and the CSS/Financial Aid PROFILE.
<b>Noncustodial parent</b>	The noncustodial parent is the parent with whom the student lives less than half-time or who provides less than half of the applicant's financial support. The student's colleges, universities, and programs may require the Noncustodial PROFILE (NCP), the paper Noncustodial Parent's Statement, or other information from the noncustodial parent.
<b>Noncustodial Profile (NCP)</b>	The NCP is an online application designed to support consistent collection of information from the noncustodial parent. The noncustodial parent completes a single application and the College Board distributes the information to each college, university, and program that requires it. Colleges, universities, and programs determine their NCP requirements.
<b>Non-education IRA</b>	An Individual Retirement Account set up to save for retirement or other non-educational purpose.

<b>Not-for-Profit</b>	An organization or company established for charitable, educational, or humanitarian purposes and not for making a profit.
<b>Parent</b>	<p>For purposes of this application the word parents means the student's custodial parent(s).</p> <ol style="list-style-type: none"> <li>1. If the student's biological or adoptive parents are both living and married to each other, then all of the parent questions on the application apply to both of them;</li> <li>2. If the student's biological or adoptive parents are divorced or separated, then all of the parent questions on the application apply to the parent the student lived with more during the last 12 months (the custodial parent). If the student did not live with one parent more than the other in the last 12 months, then all of the parent questions on the application apply to the parent who provided the most financial support during that time or during the most recent calendar year that the student was actually supported by a parent. (Support includes money, gifts, loans, housing, food, clothes, car, medical and dental care, payment of college costs, etc.);</li> <li>3. If the student's biological or adoptive parent is widowed or single, then all of the parent questions on the application apply to the student's widowed or single parent.</li> <li>4. If the student's parent described above (2 or 3) has married or remarried as of today, then all of the parent questions on the application apply to the student's stepparent as well.</li> <li>5. If the student has a legal guardian, then all of the parent questions on the application apply to the student's legal guardian. (A legal guardian is a person who is appointed by a court to be the student's legal guardian in a legal relationship that will continue after June 30, 2017, and who is directed by a court to support the student with his or her own financial resources.)</li> </ol>
<b>Parent Loans for Undergraduate Students (PLUS)</b>	U.S. federal loans available to parents of dependent undergraduate students to help finance the child's education. Parents may borrow up to the full cost of their children's education, less the amount of any other financial aid received. PLUS Loans may be used to pay the Estimated Family Contribution.
<b>Parents' contribution</b>	<p>On this application it is an estimate of the amount the student's parents paid or will pay towards educational expenses, including tuition and academic fees, books and supplies, and room and board (housing and meals) out of their income and assets (not loans).</p> <p>When used in the context of federal financial aid, it is an estimate of the portion of the student's educational expenses that the U.S. federal government believes the student's parents can afford. It is based on their income, the number of parents earning income, assets, family size, the number of family members currently attending a university and other relevant factors.</p>
<b>Portable Document Format (PDF)</b>	A file format developed by Adobe Systems, PDFs capture formatting information from a variety of desktop publishing applications, making it possible to send formatted documents and have them appear on the recipient's monitor or printer as they were intended. To view a file in PDF format, you need Adobe Reader, a free application distributed by Adobe Systems.

<b>Pre-nuptial Agreement</b>	An agreement made before a marriage often relating to financial responsibilities and ownerships
<b>Pre-paid Tuition Plan</b>	Pre-paid Tuition Plans are Qualified Tuition Plans (QTP) (also known as 529 plans) that allow parents, other relatives, and even non-relatives to save funds each year for college expenses. Prepaid Tuition Plans allow the family to purchase "shares" of tuition costs for a designated beneficiary (student). These plans allow the family to "lock in" future tuition charges at today's rates. Since these plans represent an asset they must be reported as such on the PROFILE if the parent is the owner of the plan established for the student or the student's brothers or sisters.
<b>Principal</b>	The amount of money borrowed or remaining unpaid on a loan. Interest is charged as a percentage of the principal.
<b>Qualified Tuition Plans (QTP)</b>	QTPs are savings plans that allow parents, other relatives, and even non-relatives to save funds each year for college expenses for a designated beneficiary - the student who will eventually attend college. They are often known as "Section 529 Plans."
<b>Reimbursement account</b>	An employee fringe benefit, sometimes called a flexible spending account or salary reduction plan, which allows an employee to divert some of his or her pre-tax salary to a special account that is used to reimburse the employee for medical or child-care expenses.
<b>Roth IRA</b>	The backloaded IRA - backloaded because the tax benefits come at the end of the line - where contributions are not deductible but all withdrawals are tax-free, as long as they come after you reach age 59 1/2 and at least four calendar years after the year in which the account was opened.
<b>Savings Incentive Match Plan for Employees (SIMPLE)</b>	A savings incentive match plan for employees that is similar to but more flexible than an IRA for businesses with 100 or fewer employees. Employees enter into a qualified salary reduction agreement to contribute a percentage of their annual compensation to a tax-deferred retirement account
<b>Scholarship</b>	An award to students usually based on academic achievement, family background, or personal activities. It is sometimes based on financial need. Most scholarships are restricted to paying all or part of tuition expenses, though some scholarships also cover room and board. Scholarships are a form of gift aid and do not have to be repaid. Many scholarships are restricted to students in specific courses of study or with academic, athletic, or artistic talent.
<b>Simplified employee pension (SEP)</b>	A pension plan, set up by an employee, in which both employer and employee contribute to an Individual Retirement Account (IRA).

<b>Standard deduction</b>	A no-questions-asked write-off that reduces U.S. taxable income, the amount of which varies depending on your filing status. Unlike taxpayers who itemize deductions, you need no records to prove you deserve this deduction.
<b>Tax credits</b>	Tax credits directly reduce the amount of taxes owed as opposed to deductions which reduce taxable income. Tax credits may include the earned income credit (EIC) or other working credits, education credits, energy credits, and the additional child tax credit or other child tax credits.
<b>Tax Deduction</b>	Tax deductions are subtractions from taxable income.
<b>Taxable income</b>	Income that is taxable (such as wages, interest, and dividends) rather than tax-exempt (such as the interest on municipal bonds).
<b>Tax-exempt interest</b>	Interest paid that is tax-free for federal income tax purposes, such as on bonds issued by states or municipalities. Although you must report this income on your U.S. tax return, it is not taxed.
<b>Temporary Assistance for Needy Families (TANF)</b>	Commonly known as welfare, TANF is the monthly cash assistance program for poor families in the U.S. with children under age 18.
<b>Thrift Savings Plan (TSP)</b>	Thrift Savings Plans (TSPs) provide U.S. federal employees with the same savings and tax benefits that many private employers offer their employees. This plan is similar to private sector 401(k) plans. U.S. federal employees can defer tax on part of their pay by having it contributed to a TSP account. The contributions and earnings on them are not taxed until they are distributed.
<b>Trust</b>	A trust places assets (money, stocks, property, etc.) under the control of a person who isn't the beneficial owner (the person who has the ultimate right to enjoy the fruits of the property – that is, spend the money earned by those assets). A trustee manages the property for the benefit of the beneficiary.
<b>Tuition Benefits</b>	Sponsored by employers, tuition benefit programs pay all or a portion of the tuition and educational fees of that institution's, organization's, or company's employees and/or employee's children. In general, each employer develops its own eligibility guidelines and policies regarding who qualifies from their institution and what educational institutions, programs, and fees are covered, but all qualified applicants are awarded funds. Many colleges and universities have programs for employee's children who attend that school. Some have reciprocal agreements with other schools as well.
<b>Tuition deduction</b>	Qualifying U.S. taxpayers can deduct a portion of college expenses. This break is available whether or not you itemize deductions but is not available to students who are claimed as dependents on their parents' return. Also, you cannot claim the deduction in the same year you claim a Hope or Lifetime Learning credit for the same student. But because the income phase-out ranges for this deduction are higher than for the credits, some taxpayers whose income is too high to benefit from the credits will benefit from this deduction.

<b>Tuition Exchange Scholarship</b>	Tuition Exchange Scholarships are competitive scholarships offered through the Tuition Exchange Program, a partnership of over 600 colleges and universities. Eligible dependents of faculty and staff from member institutions may apply for the awards. Scholarships are not benefits; they are competitive awards. Each member institution develops its own guidelines and policies regarding who may apply from their institution and how they award the scholarships to incoming students.
<b>Uniform Gift to Minors Act (UGMA)</b>	In most U.S. states, minor children do not have the legal authority to enter into contracts. This restricts ownership of stocks, bonds, and other investments. The UGMA is U.S. federal legislation that allows for the transfer of funds to a minor through the creation of a custodial trust account without the need and legal expense associated with the creation of a trust. UGMA accounts are used as a mechanism for parents or other adults to place securities or other assets in a savings plan for the designated minor while restricting access until the child reaches the age of majority. The age of majority is set by state law and ranges from 18 to 21. UGMA accounts should be reported as student assets on the PROFILE.
<b>Uniform Transfer to Minors Act (UTMA)</b>	In most U.S. states, minor children do not have the legal authority to enter into contracts. This restricts ownership of stocks, bonds, and other investments. The UTMA is U.S. federal legislation that allows for the transfer of property to a minor through the creation of a custodial trust account without the need and legal expense associated with the creation of a trust. UTMA accounts are used as a mechanism for parents or other adults to place securities or other assets in a savings plan for the designated minor while restricting access until the child reaches the age of majority. The age of majority is set by state law and ranges from 18 to 21. UTMA varies from UGMA in that it expands the types of property you can transfer to a minor, and provides that you can make other types of transfers besides gifts. UTMA accounts should be reported as student assets on the PROFILE.

<b>Untaxed Income</b>	Untaxed income is money received that is not taxed by the federal government. In the U.S. it includes social security benefits; Temporary Assistance to Needy Families (TANF); child support; the Earned Income Credit; deductible IRA, SEP, SIMPLE, and Keogh payments; tax exempt interest income; payments to tax deferred plans; the additional child tax credit; Workers' Compensation; veterans non-educational benefits; and VA educational work-study allowances.
<b>Verification</b>	Verification is a review process in which the Financial Aid Office determines the accuracy of the information provided on the student's financial aid application. During the verification process the student and parent will be required to submit documentation for the amounts listed (or not listed) on the financial aid application, which may include signed copies of their most recent income tax returns or tax transcripts, proof of food stamp benefits or child support paid, and copies of social security benefit statements and W-2 and 1099 forms, among other things. If any discrepancies are uncovered during verification, the financial aid office may require additional information to clear up the discrepancies. Such discrepancies may cause your final financial aid package to be different from the initial package described on the award letter you received from the school.
<b>Veteran</b>	A veteran, for purposes of the PROFILE application, is someone who served or is currently serving in active duty in the U.S. Armed Forces (Army, Navy, Air Force, Marines, and Coast Guard), or served as a member of the National Guard or Reserves and was called to active duty for other than state or training purposes, or was a cadet or midshipman at one of the service academies AND was released under a condition other than dishonorable. A veteran is NOT someone who has never served in the U.S. Armed Forces, is currently an ROTC student, a cadet or midshipman at a service academy, or a National Guard or Reserves enlistee activated only for state or training purposes.
<b>Visa</b>	A visa is a legal document issued to individuals who are not U.S. citizens and who are living in this country on a temporary basis and for a specific purpose.
<b>W-2 Form</b>	A W-2 is the IRS form listing an employee's wages and tax withheld. U.S. employers are required by the IRS to issue a W-2 form for each employee before January 31.
<b>Ward of the court</b>	A ward of the court is someone under the protection of the courts. Often a minor becomes a ward of the court when the court determines that the child will be subject to abuse or neglect if they remain with the parent or if both of the student's biological or adoptive parents are deceased. The key issue for financial aid purposes is that when a child becomes a ward of the court, no parent or other person is financially responsible for the child. Legal guardians and foster parents are not financially responsible for a ward of the court. Adoptive parents, on the other hand, are financially responsible for the child. A child can be a ward of the court and still have contact with his or her biological parents or even still be living with the parents (albeit under court supervision). The biological parents, however, are no longer empowered to make any decisions on behalf of the child.
<b>WIC Program</b>	Special Supplement Nutrition Program for Women, Infants, and Children

<p><b>Why do I need to have a Social Security Number to register for PROFILE?</b></p>	<p>It is important to provide your Social Security Number, if you have one, when you register for CSS/Financial Aid PROFILE because many colleges and universities will use this unique identification number as a student ID on campus records. A Social Security Number is not required. However, we highly recommend that the student's Social Security Number be provided when registering for PROFILE to avoid problems with colleges, universities, and scholarship programs matching financial reports sent by the College Board to other institutional records.</p>
<p><b>What is a visa? Who qualifies for each visa classification in SD-130?</b></p>	<p>A visa is a legal document issued to individuals who are not U.S. citizens and who are living in this country on a temporary basis and for a specific purpose. Students from other countries who wish to travel to the U.S. in order to enroll in a program of study must obtain an "F" classification visa prior to their arrival here. "F" classifications are primarily for non-residents who are entering a certified program of study at either the undergraduate or graduate level. "J" classification visas are for students who have come to this country to conduct research or to study in the medical or allied health fields. While here, "J" classification visa holders may enroll in colleges or universities. Colleges and universities may offer institutional funds to "F" and "J" classification visa holders, but they must first ascertain certain information about their academic backgrounds and financial resources. "F-1" and "J-1" classification are used when the student is the primary applicant for the visa. Dependent spouses and children who wish to accompany a primary visa holder to the U.S. may apply for an "F-2" or "J-2" visa which also permits them to enroll in academic programs while in this country. "G" classification visas are less common and are used by those who are visiting this country because they are employed by an international organization such as the World Bank. While here, these individuals may elect to enroll in an educational program. "H" visas are for workers and their dependents who come to the U.S. under the sponsorship of a specific employer.</p>
<p><b>Why does the PROFILE Application ask about visa classifications?</b></p>	<p>Institutions need the information. They are required by law to certify that the non-resident students admitted to their programs are lawfully permitted to enter the U.S. Additionally, depending on the visa classification of the student, certain types of resources and funding may be offered to the student. For instance, F-1 students may obtain on-campus employment, but cannot work off-campus. Colleges may offer their own institutional funds to F-1 and J-1 students, but they must first certify other types of information about the student before doing so.</p>
<p><b>What is the definition of parents? My parents are divorced and I just live with my mom. Do you need my dad's information too?</b></p>	<p>On the PROFILE application the word parents means the parent or parents you live with. If your parents divorced and you live with your mother, she should give her information on the PROFILE application; you should not include your father's information on the PROFILE application except in Section NP - Information About Noncustodial Parent. If your mother has remarried, your stepfather must also give information on the PROFILE application.</p> <p>Some colleges may request that your father complete the Noncustodial PROFILE application (NCP). If the NCP is required you will be notified as part of the PROFILE process.</p>
<p><b>If my parents are currently in a trial separation (not legally), are they considered separated?</b></p>	<p>Yes, they are considered separated.</p>

<p><b>I live with both of my parents but they were never married. How do we complete the PROFILE?</b></p>	<p>Since they are both your parents and are sharing the same household, they should complete the PROFILE jointly, combining their income and assets. Use Section ES to explain any special circumstances.</p>
<p><b>I was legally adopted and my parents got divorced. My mom remarried and now I carry my stepfather's name. How do I answer the Registration questions about my parents' marital status?</b></p>	<p>For Registration Question 11, you should choose "divorced," since your adoptive parents are divorced. Registration Question 12 refers to your custodial parents (your mother and stepfather), so you would answer remarried. (Your stepfather should also provide his information in the Parents' Sections of the PROFILE Application.)</p>
<p><b>If both parents are noncustodial parents and another family member is the guardian, who completes the application and who completes the noncustodial application?</b></p>	<p>If the other family member is the legal guardian, that person should complete the Parent Sections of the PROFILE application. In this case, the guardian should provide information about both of the student's biological parents by entering information about one parent in Section NP and the same information about the other parent in Section ES. If the Noncustodial PROFILE (NCP) is required, contact your college(s) and program(s) that require the NCP to determine which parent should file the NCP, as only one NCP can be filed per student. However, if the other family member is not the legal guardian, the parent with whom the student last lived the majority of the year, or provided the majority of support, should complete the application.</p>
<p><b>I am a student in high school and am taking college courses. What do I put in Section SD for my current school or college?</b></p>	<p>Enter the name of your high school.</p>
<p><b>What is the definition of a "college student?"</b></p>	<p>A college student is one who is enrolled at least half-time as a regular student, pursuing a degree or certificate. If you are taking college courses but are not enrolled at least half-time or not pursuing a degree, even though you receive college credit for the courses you take, you are not considered a college student.</p>
<p><b>I just lost my job. Do I put my previous employer and how long I worked for the company in Section PD?</b></p>	<p>No. Enter your current job status.</p>
<p><b>Do I include current or future retirement plans in Section PD?</b></p>	<p>Include all retirement plans anticipated to be available to parents upon retirement.</p>

<p><b>I have not completed my tax return for the current year. How can I complete the application?</b></p>	<p>It is best that you complete your tax return before completing the PROFILE. For 2017-18 academic year, you will need your 2015 tax return information.</p>
<p><b>I do not have my income tax form. (I lost it.) What should I do?</b></p>	<p>Provide your best estimates for income and assets and explain in Section ES that you do not have a copy of your income tax form. If your college or program requires a copy of a return, you may need to request a copy directly from the Internal Revenue Service or the tax office in your country. Your college or program will tell you if this is necessary.</p>
<p><b>My father has been overseas and all expenses paid for by his company are added to his income for the year, thereby inflating it significantly. Since the College Board does not accept letters of explanation, how does the College Board get the correct yearly income on which to base its assessment of financial need?</b></p>	<p>The College Board calculates a family's ability to pay using the income earned two years prior to the student entering college. If there are circumstances that cause the income earned in that year to be unrepresentative of a family's financial situation, explain the situation in Section ES of the PROFILE Application. If more space is needed, send a letter directly to the student's colleges and programs. Colleges and universities, not the College Board, make the final decision about a student's eligibility for financial aid.</p>
<p><b>I will be going to school this fall. My son earns a small paycheck. Should this amount be included in our household income?</b></p>	<p>You should provide your income and benefits and those of your spouse. Do not include your son's income.</p>
<p><b>I have spent the past 3 years in prison and did not earn an income during this time. What should I enter for my income?</b></p>	<p>If you did not earn any income and did not file a tax return and you are the student, report in Registration question 8 that a tax return was not filed and enter zero ("0") income in SI-125. If you are the parent report in Registration question 13 that a tax return was not filed and enter zero ("0") income in PI-155 or PI-160. Explain your circumstances in Section ES.</p>
<p><b>I own a business, but I have yet to make any profits. Since this is my only source of income, how do I enter this?</b></p>	<p>If you are the parent, information regarding business-related income should be included in PI-105 and detailed in PI-120 on your PROFILE Application. If you are a U.S. tax payer, it should include any amount reported on lines 12, 17 and 18 of IRS Form 1040. (The value of the business should be reported in BA-120.) If you are the student include your business related income in SI-125, and report the value of your business in SA-150. If your income is zero, enter zero; the financial aid administrator at your college or program may request information on how you are paying your living expenses. If you have any concerns regarding the information being provided about your business, provide details in Section ES.</p>
<p><b>What does "other taxable income" refer to in PF-110?</b></p>	<p>"Other taxable income" means income other than wages, salaries, tips, commissions, etc., such as interest and dividend income, alimony, pensions, annuities, and any other taxable income that you expect to receive and report on your federal tax form.</p>

<p><b>I received some unemployment compensation. Where do I report this on the Application?</b></p>	<p>Unemployment compensation should be included as "other taxable income" in PI-125 if you are the parent or in SI-105 if you are the student.</p>
<p><b>I received a gift of \$500 from a friend of the family. Should I include this as part of my income?</b></p>	<p>Do not report the gift in more than one question on your PROFILE Application. If you included the gift as an asset in Section SA, do not list it as income in Section SI. Otherwise, it should be included in the amount reported as "other" income in SI-160.</p>
<p><b>What are "adjustments to income"?</b></p>	<p>Adjustments to income are the deductions for which certain taxpayers may qualify depending on their financial circumstances. Total adjustments are reported by U.S. tax filers on the 1040, line 36 and the 1040A, line 20, and include IRA deductions, student loan interest deductions, employment deductions, health savings account deductions, moving expenses, certain categories of self-employment deductions, early withdrawal on savings penalties, and alimony paid. These deductions reduce adjusted gross income and federal income tax. For additional information see your federal income tax instructions. Parents report these deductions in PI-130.</p>
<p><b>What is the difference between adjusted gross income (PI-135) and the breakdown of reported income (PI-105 through PI-130)? Is this double-counted?</b></p>	<p>Adjusted gross income (AGI) is the IRS-defined amount of income a family must report and pay taxes on each year. AGI is the sum of wages, interest income, dividend income, business and real estate income, alimony, capital gains, and miscellaneous income, less the amount of losses and deductions. PROFILE asks the family to report the various sources of income and losses that comprise the AGI of the family. This information allows the financial aid office to more fully evaluate the family's financial strength and make a better judgment about eligibility for financial aid funds. Although PROFILE asks for both the AGI and the individual sources of income, this information is not double counted.</p>
<p><b>Federal Work-Study is part of my adjusted gross income (AGI). Why are you asking for it again? Is it counted twice?</b></p>	<p>We ask for the specific amount of Federal Work-Study so we can subtract it from your AGI figure. It is not counted twice. Federal Work-Study and other need-based work programs, grants, and scholarship aid do not go into the calculation used to determine your financial aid eligibility for the next academic year.</p>
<p><b>Should I include my Roth taxable income in adjusted gross income (AGI) on the PROFILE Application?</b></p>	<p>Yes. Report your AGI exactly as it is reported on your tax return. Report the amount of any rollover attributed to a converted IRA in Section ES. Clearly state that the income reported is the result of converting funds from a traditional IRA to a Roth IRA.</p>

<p><b>I'm a student in the military and I receive housing and living allowances. However, they are taxed benefits. Should I include this amount in wages, salaries, and tips?</b></p>	<p>If your military housing and living allowances are "taxed benefits," they should be included in the amount you report as adjusted gross income for SI-105. If your benefits are untaxed, they should be included in the amount reported in SI-160. In either case, be sure to explain the nature of the benefits in Section ES.</p>
<p><b>What are itemized deductions?</b></p>	<p>Itemized deductions are items such as medical and dental expenses, state and local income taxes, home mortgage interest and points, gifts to charity, losses from theft or casualty, and unreimbursed employee expenses that U.S taxpayers report on their 1040 that may result in a lowered adjusted gross income and lower federal taxes paid. Taxpayers may select to take the standard deduction rather than itemizing deductions. Students or parents who itemize deductions report them on IRS Form 1040, Schedule A.</p>
<p><b>How do I answer SI-125 on my son's PROFILE Application? On his 1040EZ line 1, we entered \$6,563. Of this amount, \$4,370 is grant and scholarship aid and \$2,193 is income he earned from work. So, in SI-125, do we enter \$2,193 or \$6,563?</b></p>	<p>You should report the amount earned from work (\$2,193) in SI-125, and his grant and scholarship aid (\$4,370) in SI-165.</p>
<p><b>SI-125 requests income earned from work. Then SI-165 requests the amount of my work-study income. This is already included in SI-125. Should I EXCLUDE my work-study income from SI-125?</b></p>	<p>Work-study income should be reported in both questions. In processing your PROFILE information, the amount reported in SI-165 is subtracted from the student's total income.</p>
<p><b>Under income from work, do I include a severance package, which was paid to me in a lump sum because of a plant closing in this area?</b></p>	<p>Under income earned from work, include everything you reported as "wages, salaries, tips, etc." from your federal income tax return. If this includes severance pay, provide a detailed explanation in Section ES. Be sure to explain that this is one-time income.</p>

<p><b>My father is deceased. I receive social security benefits until I reach 18. Should this money be listed under my or my parent's social security benefits?</b></p>	<p>Untaxed social security benefits received by the student or the surviving parent in the student's name should not be reported on the PROFILE Application.</p>
<p><b>My daughter, the student, started receiving social security benefits in her own name in December. Prior to that I received the checks in my name. Should I include the money that she received as her income or should I include it as part of the amount I received for the year?</b></p>	<p>The amount that the student received or that you received in her name should not be reported on the PROFILE. The PROFILE only requires that you report your social security benefits or the benefits you receive in the names of your other children.</p>
<p><b>My daughter is going back to school this fall. She is on the WIC program (Special Supplemental Nutrition Program for Women, Infants, and Children). Do I list this as part of her income? I am also on the WIC program. Where do I list this on the application?</b></p>	<p>SD-155 asks if the student received WIC benefits and PH-132 asks if the parent received WIC benefits. Answer yes to both of these questions. The amount of WIC benefits either of you received should not be reported on the PROFILE Application.</p>
<p><b>My former spouse does not pay child support through the courts. He does provide my child with money when he is able to afford it. Is it necessary to report this on my application?</b></p>	<p>Report the amount he gave your child as child support in PI-180. Estimate as closely as you can if you do not have a record. You should estimate what you expect him to pay in the coming year in PF-115. If past annual sums vary dramatically, you might consider using a multi-year average for the estimate you give in PF-115. Explain the situation and how you derived the amounts in Section ES.</p>
<p><b>I am recently divorced and my former spouse pays for my household expenses. Where do I list the expenses that are paid for us?</b></p>	<p>Payments that you receive for child support should be reported as such in PI-180. Payments made for household expenses beyond child support should be entered in PI-225 and itemized in Section ES.</p>

<p><b>Should pre-tax payments to a retirement plan, such as Railroad Retirement and certain types of Civil Service plans, which are in lieu of FICA, be reported on the PROFILE Application as untaxed income? Where should they be reported?</b></p>	<p>If pre-tax payments to any type of retirement plan are voluntary, they should be reported on the PROFILE Application in PI-190. It does not matter if the plan results in exemption from FICA contributions. If participation in the retirement plan is mandatory and there is no discretion as to the contribution amount, nothing needs to be reported on the PROFILE Application. An explanation can be provided in Section ES.</p>
<p><b>As a U.S. federal employee, I participate in the Thrift Saving Plan (TSP). That amount is deducted from my earnings block on my W-2. How should I report this?</b></p>	<p>This is untaxed income and should be reported for the appropriate years in PI-190, PR-115, and PF-115.</p>
<p><b>What are amounts withheld from wages to contribute to a flexible spending account?</b></p>	<p>Some people participate in an employer-sponsored benefit which allows them to pay for dependent care expenses or medical expenses on a pre-tax basis. If the student's parents participate in such a plan, their employer withholds a certain portion of their earnings to pay for these expenses. In return, their income is reduced by the amount withheld and therefore their taxes are also reduced. The amount withheld for these purposes is reported by the employer on the W-2 form. Since no taxes are paid on this income, it is considered untaxed income and should be reported in PI-201 (dependent care) or PI-202 (medical care).</p>
<p><b>I make contributions to a Health Savings Account (HSA). Should I report them in PI-202 or in PI-225?</b></p>	<p>The answer depends on if you contributed the funds with pre- tax or after tax funds. If you made pre-tax contributions to a health savings account you should report them in PI-225 as untaxed income. These contributions are usually reported on your W2s. If you made your contributions with after-tax dollars, and qualified for the health savings account deduction as reported on IRS Form 1040 line 25, enter the deduction amount in PI-202.</p>
<p><b>What does "housing, food, and other living allowances your parents received ... as members of the clergy, etc." as requested in PI-210 mean?</b></p>	<p>Living allowances paid to members of the clergy or others means actual cash paid or the cash value of a benefit provided for living expenses. For example, clergy often are provided with a parsonage in which to live. The cash value of the rent that would be paid for the parsonage plus any utility costs paid on behalf of the clergy's family is their living allowance. Military personnel often receive similar benefits or actual payments (paid in addition to their regular salary) for living expenses. The cash or the cash value is considered untaxed income to the family and should be reported in PI-211.</p>
<p><b>My dad is in the army and my family lives on a military base and does not own or pay for our house. Where do I put this on my application?</b></p>	<p>Enter the cash value of the housing benefit in PI-211 along with any other housing, food, and other living allowances (excluding rent subsidies for low income housing) paid to your family by the military. Housing allowances should also be reflected in PR-115 and PF-115.</p>

<b>What is tax-exempt interest income?</b>	Tax-exempt interest is from tax free municipal bonds or any other investment where the interest earned on the asset is not taxed.
<b>Is Worker's Compensation considered income under the guidelines for financial aid?</b>	Yes. Income from Worker's Compensation should be reported for the student in SI-160 and for the parent in PI-225.
<b>I am on a disability pension. Most of my pension is tax-free. Where do I enter this?</b>	Report the tax-free portion of the pension in PI-225.
<b>My parents own two homes - one that they are living in and one that I am living in. Since I don't pay rent to my parents, is this considered untaxed income?</b>	The answer depends on your dependency status. If you are a dependent student, using your parent's income and assets as well as your own, the answer is "No." However, if you are an independent student, the answer is "Yes." Living rent-free is a benefit to you and the cash value of the rent is reportable as your untaxed income.
<b>My mother is unemployed. We do not know what her income will be for next year. What do we enter in PF-105?</b>	Although it may be difficult, estimate, as best you can, what your mother's income will be. Enter "0" if you believe she will continue to be unemployed during the next year. Explain the circumstances in Section ES.
<b>I currently get welfare payments. I don't know for what period of time I will get these payments next year. Do I enter the amount of these payments in PF-115 and how much should I enter?</b>	Although it may be difficult, estimate, as best you can, the amount of welfare payments that you believe you will receive for next year.
<b>What are veteran's educational benefits?</b>	<p>Students who are veterans or who are eligible dependents of qualified veterans may be entitled to receive educational benefits to attend degree, certificate, or remedial education programs. The level of benefits is determined by the Department of Defense and is dependent on the length and type of service and whether or not death or disability resulted from the service. Veteran's benefits are paid on a monthly basis. Examples of educational benefits include: the Montgomery G.I. Bill, the Veteran's Educational Assistance Program, and the Survivor's and Dependent's Educational Assistance Program.</p> <p>If the student is currently receiving or has applied to receive these benefits, the benefit type, monthly amount (or expected amount), and the number of months the benefit will be received must be reported in SR-100, SR-103, and SR-105.</p>

<b>How are veteran's educational benefits evaluated in the financial aid process?</b>	These benefits are considered in determining the student's eligibility for financial aid. However, veteran's benefits do not reduce the amount of any Pell Grant for which the student may qualify.
<b>I do not know what type of job I will have next summer. How can I give you my wages for next year if I don't know what type of job I will have?</b>	Although it may be difficult, estimate as best you can the amount that you will earn during the school year and summer months based on previous years' employment and expectations. If you have no plans to work, indicate that no income is expected by entering "zero." You can explain your answer in Section ES of the PROFILE Application.
<b>I received a state awarded merit scholarship last year. Do I report this?</b>	State-funded merit awards are not considered to be a form of income or an asset but do have to be reported on the PROFILE Application in SR-150. Colleges usually consider merit scholarships to be a resource in determining the student's eligibility for financial aid.
<b>How do I report outside scholarships applied for but not yet received?</b>	Outside scholarships and resources should only be reported in SR-150 if you have received them or are <i>certain</i> of the amount you will receive. If you receive scholarship funds after submitting the PROFILE, you should notify your colleges directly as soon as possible. If you receive scholarship funds after the notification of aid from a college, the original aid offer may change. Colleges require you to report the receipt of outside aid.
<b>I attend a state university and receive a discount on my tuition as a benefit for being a state employee. Should I include this waiver amount as a "scholarships and grant?"</b>	No. Report the value of this benefit as a tuition benefit in SR-155. Explain the source of the benefit and any restrictions on it in Section ES.
<b>SR-160 asks about parent's contribution to my education. Does that include the student loans they took out on my behalf?</b>	Your parents should estimate the amount of money they can reasonably afford to pay for your expenses from income and assets. Do not include loans your parents expect to borrow.
<b>How do I know how much I will need to contribute to my child's education until I find out how much aid he/she will receive?</b>	Estimate as best you can the amount of money that you can reasonably afford to pay from income and assets for the student's expenses, including tuition, fees, books, supplies, transportation, room and board, and personal expenses. Do not include amounts you plan to borrow if necessary.
<b>A family member will be giving me some money on my 19th birthday. Should I include this money on the application now, or wait until I actually receive it?</b>	The amount you anticipate receiving from your family member should be reported in SR-165. Explain the source and nature of the gift in Section ES.

<p><b>My aunt pays the rent on my apartment while I am in school. Should I mention this when I complete my application?</b></p>	<p>The total amount of rent anticipated to be paid by your aunt during the school year should be included in SR-165. Be sure to explain and detail these arrangements in Section ES.</p>
<p><b>PA-100 asks about cash, savings, and checking accounts. Do I enter the amount that I have at this very moment, or do I give an average of what I keep in my account?</b></p>	<p>Give the amount of your cash, savings, and checking accounts as of the time you are completing the PROFILE Application.</p>
<p><b>I'm getting divorced, but the divorce is not yet final. How do I report my assets on the PROFILE?</b></p>	<p>If you are filing the PROFILE jointly, report your combined assets. If you are filing the PROFILE individually, declare your share of the assets at 50% unless another percentage division is anticipated. In either case, explain the breakdown in Section ES.</p>
<p><b>Should I report the value of my Roth IRA?</b></p>	<p>Yes, the total value of all retirement (IRA, Keogh, 401k, 403b, etc.) accounts as of December 31 should be reported for the student in SA-105 and for the parent in PD-175 or PD-270.</p>
<p><b>Each of my children has his or her own savings account. However, the State of New York considers these accounts belong to me as my children are still under the age of 18. Should I enter the amounts of these saving accounts in PA-105?</b></p>	<p>No. If the assets of your other children actually belong to them, do not report them in PA-105, even though the children are minors. PA-105 asks you to report any of your assets that are being held in the names of your children.</p>
<p><b>My son is attending college this year. Why do I have to enter the value of the assets held in the name of my son's sisters and brothers? Will I be expected to use their money for my son's education?</b></p>	<p>PA-105 asks for parents' assets held in the name of the student's brothers and sisters. Parents often move some of their assets to their children's names - custodial accounts, Uniform Gifts to Minors accounts, etc. - for tax purposes, since the income from the assets would be taxed at the child's rate rather than the parent's rate. These assets will be considered parent assets for the purpose of determining eligibility for institutional student aid.</p>

<p><b>What are Section 529 college savings plans? Should assets from these plans be reported on the PROFILE Application?</b></p>	<p>The term "Section 529 Plan" is another phrase for Qualified Tuition Plans (QTP). These are savings plans that allow parents, other relatives, and even non-relatives to save funds each year for college expenses for a designated beneficiary (the student who will eventually attend college).</p> <p>QTP's fall into one of two categories: College Savings Plans or Prepaid Tuition Plans. All 50 states sponsor at least one type of QTP.</p> <p>College Savings Plans are fairly simple, although investment options will vary from state to state. The owner of the plan deposits funds into the account and when the beneficiary enrolls in college, those accumulated funds (principal plus interest) may be withdrawn to help pay for each year of the beneficiary's college expenses.</p> <p>Prepaid Tuition Plans allow the family to purchase "shares" of tuition costs for a designated beneficiary. These plans allow the family to "lock in" future tuition charges at today's rates.</p> <p>Since these plans represent an asset - a savings account of a sort - they must be reported on the PROFILE in PA-120 if the parent is the owner of the plan established for the student or the student's brothers or sisters.</p>
<p><b>What is the Uniform Gift to Minors Act (UGMA)?</b></p>	<p>In most U.S. states, minor children do not have the legal authority to enter into contracts. This restricts ownership of stocks, bonds, and other investments. The UGMA is U.S. federal legislation that allows for the transfer of funds to a minor through the creation of a custodial trust account without the need and legal expense associated with the creation of a trust. UGMA accounts are used as a mechanism for parents or other adults to place securities or other assets in a savings plan for the designated minor while restricting access until the child reaches the age of majority. The age of majority is set by state law and ranges from 18 to 21. All states offer UGMAs and have typically adopted the Uniform Transfer to Minors Act (UTMA) that allows children to own real estate.</p>
<p><b>How does a UGMA/UTMA account work?</b></p>	<p>When a donor establishes an UGMA/UTMA by transferring funds, securities or other investments to a minor, a custodian must be appointed. These are irrevocable gifts and cannot be transferred back to the donor by either the child or the custodian. The custodian has the same responsibilities as in any legal trust and is required to handle the account in a prudent manner. The minor child is the owner of the account. Upon the age of majority, the custodial relationship ends and full control of the account passes to the owner/child. Income from the custodial account is attributed to the owner/minor and is subject to IRS taxation rules for earned and unearned income for a minor. UGMA/UTMA accounts are not subject to special tax treatment. Consult IRS publications for current tax rules (<a href="http://www.irs.gov/publications">http://www.irs.gov/publications</a>).</p>
<p><b>How is a UGMA/UTMA account different from a 529 savings plan?</b></p>	<p>In the 529 savings plan, the owner establishes the account and designates a beneficiary. The value and legal control of the account remain with the owner. Therefore, the 529 savings plan is the legal asset of the owner, usually a parent, and should be reported as a parent asset in Section PA if owned by the parent. The student is both beneficiary and owner of the UGMA/UTMA account, regardless of the origin of the funds. Because the student owns the account, the present value of the plan must be declared as a student asset in Section SA.</p>

<p><b>My parents established a UGMA (UTMA) account for my child. As her mother, I was named custodian. Neither her father nor I have ever contributed to the plan. I have been told that this plan is considered a student asset on PROFILE. These are not funds we have saved. Isn't this really her grandparents' asset?</b></p>	<p>No. The asset belongs to the student. It does not matter who established the UGMA/UTMA account. The student is considered the beneficiary owner of the custodial account and must declare the present value of the account as a student asset on PROFILE.</p>
<p><b>My son is the beneficiary of a UGMA (UTMA) account. The specified turnover age is twenty-one, but he is only 18. He has been advised to declare it as a student asset on his PROFILE. How can these funds be considered available for college expenses?</b></p>	<p>Although your son is not yet 21, legally he owns (but does not control) the account. The assets of the UGMA/UTMA account can be used immediately for the "use and benefit" of the child. This determination is the responsibility of the custodian. There is nothing to prevent the custodian from authorizing use of the UGMA/UTMA funds for educational expenses. The only limitations on the "use and benefit" requirement are that UGMA/UTMA funds cannot be used to replace parental obligations or to benefit the custodian. The student could also borrow against the value of the account.</p>
<p><b>Is a 401K considered an asset?</b></p>	<p>A 401K is considered an asset if owned by the student and should be reported in the Student's Assets Section (SA).</p>
<p><b>Is an IRA considered an asset?</b></p>	<p>An IRA is considered an asset if owned by the student and should be reported in the Student's Assets Section (SA).</p>
<p><b>Are mutual funds reported as assets?</b></p>	<p>Yes. They are investments and should be reported in SA-110 if owned by the student or PA-120 if owned by the parent.</p>
<p><b>Are Certificates of Deposit (CD's) reported as assets?</b></p>	<p>Yes. They are investments and should be reported in SA-110 if owned by the student or PA-120 if owned by the parent.</p>
<p><b>I recently inherited some jewelry from my grandmother's estate. Should I report this as an asset?</b></p>	<p>Yes. However, you may wish to explain any unusual circumstances having to do with the jewelry and its acquisition in Section ES.</p>
<p><b>I have purchased an option to buy commercial property. Is this considered an asset?</b></p>	<p>The purchase of an option to buy commercial property is considered an asset with a reportable value. Report the amount you could reasonably expect to receive for the option if you sold it today.</p>

<p><b>I have a life insurance policy that is paid and has a cash value. Should I report this on the application as an investment?</b></p>	<p>The cash value of a life insurance policy should not be included as an investment in Sections SA or PA. However, this information might be specifically requested by one of your colleges in Section SQ.</p>
<p><b>My parents took out a life insurance policy on me that will produce a \$10,000 endowment when I turn 18. According to the policy, my father is the owner of the policy. Where do we report this?</b></p>	<p>Do not report life insurance policies as an asset. When the policy matures and a cash distribution is made, the person receiving the funds should report the amount received as an asset. If the proceeds from your father's policy are received by the date of the PROFILE Application, the value should be reported as your father's asset in PA-100.</p>
<p><b>My parents have a savings account that is set-up for me to receive if anything happens to them. Is this considered a trust account?</b></p>	<p>No. A savings account, even if it is a joint account, is not considered a trust account. A trust account is normally established under a legal document directing how the asset can be used. If you have a joint savings account in your name and your parent's names, report it as a savings account. If the account is under a parent's Social Security Number, report it as the parent's asset. If it is under the student's Social Security Number, report it as the student's asset.</p>
<p><b>The principal on my trust will not be available to me until I am 30 years old. Should I still list it?</b></p>	<p>Yes. A trust must be listed regardless of whether any of the income or principal is currently available. Many colleges will request a copy of the trust agreement.</p>
<p><b>Since precious metals on the market fluctuate in price, should I average their value?</b></p>	<p>No. Report their value as of today in PA-120.</p>
<p><b>How do I determine the current value of my savings bonds?</b></p>	<p>Savings bonds should be reported at their current market value. The current market value may be an estimated figure since maturity dates and interest rates vary from year to year. A Federal Reserve Bank can assist you in determining their value.</p>
<p><b>I received stock options from my employer. Some are exercisable now while others will be available to exercise a year from now. Do I report these as assets? If so, how do I calculate the value?</b></p>	<p>Report the value of these assets in PA-120. The value is the amount you could reasonably expect to sell the stock for as of the date you complete the application. Do this even for the stock that you cannot exercise at the time of your PROFILE Application. The options still have a value and are part of your net worth.</p>

<b>Where do we put annuity payments automatically deducted from our checking account?</b>	Automatic deductions for annuity payments should not be reported on the PROFILE.
<b>The worksheet for PA-120 asks the value of "installment and land sale contracts (including seller-financed mortgages)." What is that, and do I include our home in that value? Also, what do I enter for "What is owed on it?"</b>	An "installment or land sale contract" is a contract drawn between a buyer and a seller for the sale of property with payments usually made in installments. Ownership of the property is not transferred until all of the payments have been made. The value is the current sale value of the contract held. "What is owed on it" is the current amount still owed on the property. Report the current pay-off amount of the debt. This amount does not include any interest due or accumulated. Include all mortgages on the property. Report the value of your home in PA-130, not in PA-120.
<b>Is PA-130 asking for the assessed value of our home?</b>	No. Report what you could reasonably expect to receive for your home if you were to sell it today, not the assessed, insured, or tax value.
<b>My former spouse and I jointly own the home in which I and the student live. We share the mortgage expenses. How do I report home value and the mortgage payment?</b>	As the custodial parent you should declare your share of the mortgage payments, market value of the home, and debt owed against the value in Section PA of the PROFILE. Declare your share of any other jointly held assets. Declare 100% of the value of assets you own independently. If the noncustodial parent is asked to provide financial information, he or she should declare his or her share of the jointly held assets in addition to the full share of assets held entirely in his or her name. On the Noncustodial PROFILE, his or her share of your residence would be considered other real estate.
<b>My former spouse and I own two homes jointly. We each live in one of them. What answer should we provide in Section PA for whether we own other real estate?</b>	Since you share ownership, each of you would declare your share of the market value and debt of your residence in the questions that request information about your home (PA-130 through 145). Declare your share of the value and debt of the residence occupied by your former spouse in other real estate (PA-180 through 195). Explain the situation in Section ES.

<p><b>My parents own a house, but it is in my uncle's name. Should I list this as one of their assets?</b></p>	<p>Explain in Section ES (or in a letter to each college or program listed to receive your PROFILE Application results) the details regarding ownership of your parents' home. If the house is in fact owned by your parents, the information on the home should be provided in PA-130 through 145. If ownership is shared between your parents and your uncle, include information about only your parents' share of the home asset on the PROFILE Application.</p>
<p><b>When my husband passed away, he left the house I live in to his children with the clause that I would be able to continue to live there for as long as I live. How would I list this on my application? (Technically, the house is not mine, and I don't pay rent.)</b></p>	<p>For Registration Question 20, choose "Live with Others." Explain your situation in Section ES.</p>
<p><b>My father passed away and left the house to my sisters and me. How would I list this on my application? If my share of the house is \$30,000, do I only list this or the whole amount?</b></p>	<p>You should enter only your share of the home (in SA-120 if you are the student or PA-130 if you are the parent). Explain your situation in Section ES.</p>
<p><b>Does owning a home include owning a share of a co-op?</b></p>	<p>Yes, owning a share of a co-op is considered owning a home and should be reported in the Student's Assets Section (SA) if owned by the student, and the Parent's Assets Section (PA) if owned by the parent.</p>
<p><b>Should second mortgages be included as part of the monthly mortgage payment amount in PE-150?</b></p>	<p>Yes. Include second mortgages in the monthly mortgage payment in PE-150.</p>
<p><b>Should a home equity loan be included as part of the monthly mortgage payment amount in PE-150?</b></p>	<p>No. Do not report home equity loan payments in PE-150.</p>

<b>When I answer the question of how much I owe on my home, should I include mortgage interest?</b>	Don't include mortgage interest, escrow payments, insurance premiums, association fees, or property taxes. Enter the current payoff amount of the mortgage and related debts. Check with the mortgage company if you're not sure of the amount.
<b>Our home is owner built, so is year purchased the year we began building?</b>	No. Enter the year that construction of the home was completed in SA-130 if the student owns the home or PA-140 if the parents own the home.
<b>We lease part of our house as a rental apartment. Should we consider this a business?</b>	No. Report your rental income in PI-120. If you file an IRS Form 1040, this should be found on line 17. Your rental apartment should also be reported as part of your home asset value and not as a separate business.
<b>We moved to a different state and my parents couldn't sell our house so they're renting it out. We rent an apartment we're living in. How do we report our housing income and expenses?</b>	Report the rental income your parents receive in PI-120. It should also be included in their AGI (PI-135). Your parents' house is considered other real estate. Report the value, the amount they owe on it, the purchase year, and purchase price in PA-180 through PA-195. Although your parents receive income from it, their home is not considered a business. Do not indicate business ownership in Registration based on the rental of the home. Report the monthly rental payment for the apartment in PE-150. Explain the situation in Section ES.
<b>I am a student and own a business. Where do I include this on the application?</b>	Report the income from your business in SI-125 and report the value of your business in SA-150.
<b>Should I send you a copy of my business' balance sheet?</b>	No. However, your college financial aid office may ask for this information. Follow institutional instructions about if and where to send these documents. Some institutions require that documents be sent directly to the financial aid office. Other institutions participate in the College Board's Institutional Documentation Service (IDOC) and instruct applicants to send documents to the College Board.
<b>I own the majority of stock in a company. Is that considered owning a business?</b>	Yes. If you are the parent you will be asked to report "your percentage of ownership" in BA-140.
<b>My wife and I have a townhouse that we rent out. How should we report this?</b>	Information on the townhouse should be reported in PA-180 through 195 if you are the parent and SA-140 through 145 if you are the student. Rental income should be included in the amount reported in PI-135 (as part of your AGI/income) and PI-120 if you are the parent and SI-105 (as part of your AGI/income) if you are the student.

<b>I own land, but do not raise livestock or use it for agriculture. Is it considered a farm?</b>	No. Report this as "other real estate" in PA-180 through 195 if you are the parent and SA-140 through 145 if you are the student.
<b>My family's home is located on my parents' farm. Although it is listed as a separate piece of real estate on the deed, it is not saleable without the surrounding farmland. How do I report this on the PROFILE Application?</b>	You should estimate both the value and mortgage debt of the portion of the property that is used as the family home. These amounts should then be reported in PA-130 and 135. The remaining portion of the farm asset should be reported as farm value and debt in PA-165 and 170.
<b>Is a time-share considered real estate? We own one week of the time-share.</b>	A time-share is considered other real estate. Report the value of your time-share as the amount you could reasonably expect to receive should you sell it.
<b>Where can I list the child support that I pay on the PROFILE?</b>	Report the amount you pay for the support of a child living in another household in PE-100 and 105.
<b>How do I determine unreimbursed medical expenses?</b>	Unreimbursed medical expenses include all out-of-pocket expenses for dental and medical care for the year not paid by insurance or a medical or health plan (including a government sponsored plan or system) plus the amounts paid for health and dental insurance. If you file an IRS Form 1040 and itemized medical and dental expenses as a deduction on IRS Schedule A, you may use the amount from line 1. If you do not file a Schedule A, determine the total from your records.
<b>Do I include my insurance premiums as medical and dental expenses not covered by insurance?</b>	Yes. "Medical and dental expenses not covered by insurance" should include the amount paid for medical and dental expenses including insurance premiums. Do not include insurance premiums paid on your behalf by your employer.
<b>If I have no insurance, should I report all of my medical expenses?</b>	You should only report your medical and dental expenses if your total out-of-pocket expenses exceed 3% of your total income.
<b>I had approximately \$30,000 worth of unreimbursed medical expenses in the past year. Should I enter the amount that insurance hasn't covered in PE-120?</b>	Yes, you should enter the amount you paid during the past tax year that was not covered by insurance or reimbursed. If you itemized medical and dental expenses as a deduction on your U.S. income tax return, you may enter the amount reported on line 1 of IRS Schedule A.

<p><b>I am filling out the PROFILE for my youngest daughter. Each month, I make a monthly payment to a tuition payment plan for both of my older children who are in college. Do I include that amount in PE-110?</b></p>	<p>No. PE-110 asks about educational loans the parents have taken out and are repaying. A tuition payment plan does not qualify as a loan and should not be reported on the PROFILE Application.</p>
<p><b>Why doesn't PROFILE require information for state taxes paid or FICA?</b></p>	<p>PROFILE does not require information on state taxes paid or FICA because these expenses are automatically calculated based on the information the family provides. State taxes include not only the state income tax, but also other taxes the family might pay - property tax, sales tax, etc. FICA is calculated by applying the FICA rate to your reported earnings.</p>
<p><b>What kinds of expenses are considered "extraordinary"? How do I report them?</b></p>	<p>Extraordinary expenses include: long-term medical expenses (not reimbursed by health insurance), care for the chronically ill or disabled, costs associated with a natural disaster, and elder care. These expenses are reported in Section ES or in a letter to the student's colleges and programs.</p>
<p><b>I am the student and have debts. Where should I report that information on the application?</b></p>	<p>Student debts should not be entered on the application but may be explained in Section ES.</p>
<p><b>Where does consumer loan information go on the application?</b></p>	<p>Consumer loan information is not collected on the PROFILE. Educational loan repayment is reported in PE-110 and 115. Debts against assets, such as mortgages and home equity loans, are reported in PA-125, 135, 155, and 170 (parents) and SA-125, 145 and 155 (student).</p>
<p><b>I owe my aunt \$1,500. Where should I enter this?</b></p>	<p>Details about the amount you owe, when payment is due, and the reason for the debt should be explained in Section ES or in a letter sent to each college or program listed to receive your PROFILE Application results.</p>

<p><b>I have legal guardianship of a student who is applying for financial aid. The Parent Sections are quite confusing for me to complete since these all apply to her parents. The student has very little contact with her father. I need to know what information to provide to complete this application for her.</b></p>	<p>Provide your financial information in the Parent Sections if you are the student's legal guardian and are in a legal relationship that will continue after June 30, 2017. Also explain this situation in Section ES and, if there is not enough space, explain the details in a letter sent to each college, university, or program receiving the PROFILE results.</p>
<p><b>Do we answer questions based on current information or on what it will be during the academic year? I'm not married now, but plan to get married during the academic year.</b></p>	<p>Answer the questions based on current information. If you are not yet married, but will be married during the next academic year do not report your spouse's information on the PROFILE except in Section SR (Expected Resources). Use Section ES to explain the upcoming marriage and, if applicable, provide information about your spouse's college plans and any step-children.</p>
<p><b>My mother and stepfather are planning on filing their taxes separately next year. Should I ask my stepfather to fill in his information even if he and my mother signed a prenuptial agreement?</b></p>	<p>Your stepfather is expected to provide his information in the Parents' Sections of the PROFILE Application whether he and your mother file their taxes separately or jointly and regardless of a prenuptial agreement. Your mother and stepfather should provide details regarding the prenuptial agreement in Section ES. Aid administrators at colleges or programs receiving your PROFILE Application may request more information.</p>

<p><b>I recently remarried. My new spouse and I have a premarital agreement that specifies that we are each responsible for the education and care of our respective children. Do I have to include information about her income and assets? She will not contribute to my child's college costs.</b></p>	<p>Yes. You are required to provide your current spouse's financial information. The PROFILE Application measures the financial strength of your family at the time of its completion. Therefore, your spouse's information must be included. The presence of a premarital agreement does not exempt your spouse from supplying her information. Include information about the premarital agreement in Section ES.</p>
<p><b>My mom isn't legally married, but does have a domestic partner. Should her partner's information be included on the application?</b></p>	<p>In Registration question 12, indicate that your mother is in a domestic partnership. When it asks for information about your parents, be sure to provide information for both your mother and her partner.</p>
<p><b>Neither one of my parents has been employed in the past year. How do I complete their sections of the application?</b></p>	<p>Answer each question as accurately as possible, estimating if necessary. If your parents will not be employed during the next year, enter "0" for PF-100 and 105. Report all other taxable and untaxed income and benefits in PF-110 and 115 and explain your parents' situation in Section ES or in a detailed letter to each college and program you listed to receive your PROFILE information.</p>
<p><b>If I give estimated financial information on my PROFILE, will I be required to send in a completed tax form at a later date?</b></p>	<p>Many colleges, universities, and programs will ask families to submit copies of their completed income tax returns when they are available. Your colleges, universities, and programs will let you know if tax return copies are required, and if required, where the tax information should be sent.</p>
<p><b>We file a fiscal year tax return, not a calendar year one. What information should we report</b></p>	<p>Report information from the fiscal year return that includes the greater number of months in the year being requested. For example, if you start your fiscal year in September, the return filed for the fiscal year that started in September 2014, should be used to report 2015 figures. (Eight months in 2015, four in 2014.)</p>

<p><b>How do I calculate family size and number of children in college for a step-family? My husband's children live with us part-time and we pay child support and other expenses for them. Are they considered to be part of our household?</b></p>	<p>You should only include children who live with you for more than 50% of the year. Stepchildren who visit periodically and who reside most of the time with another parent should not be included in the total number of family members reported on the PROFILE. However, financial information about child support paid for these children is reported on the PROFILE in Section PE. This child support total will be deducted from your income when determining your ability to pay for the student's education.</p>
<p><b>My parents support my grandmother who is in a nursing home. She is claimed as an exemption on their tax return. Do they include her in PH-100 and Section FM?</b></p>	<p>No. You should include family members other than yourself, your parents and other children who get more than half their support from your parents in PH-100 and in the Family Member Listing in Section FM only if they now live with your parents and get more than half of their support from them. Your parents' support for your grandmother should be explained in Section ES (or in a letter sent to each college or program listed to receive your PROFILE Application results) and should include details regarding the amount of financial support provided.</p>
<p><b>My parents moved to France. How do I complete PH-120?</b></p>	<p>Select "Foreign Country."</p>

<p><b>Which family members should be included in the Family Member Listing?</b></p>	<p>You should include information about all family members reported PH-100 in the “Family Member Listing – Parents’ Household” except you and your parents. This should include everyone who lives with your parents, and who now gets more than half of his or her support from your parents, and will continue to get this support between July 1, 2017 and June 30, 2018. Do not include other people your parents support but who do not live with your parents. Do not include other people who live with your parents but who your parents do not provide at least half of their support.</p> <p>You should include information about all family members reported SD-135 in the “Family Member Listing – Student’s Household” except you, the student. This should include everyone who lives with you, and who now gets more than half of his or her support from you, and will continue to get this support between July 1, 2017 and June 30, 2018. Do not include other people you support but who do not live with you. Do not include other people who live with you but who you do not provide at least half of their support.</p> <p>The student's information is collected in Section SD and the parents' information is collected in Section PD.</p> <p>The information in the Family Member Listing is used by institutions to gather detailed information about the applicant's household and to determine how many family members reside in the household and to what extent their education costs are paid for by the applicant or the applicant's parents.</p>
<p><b>My cousin lives with us. Do we include him in Section FM?</b></p>	<p>Other family members, like your cousin, should be listed in Section FM (and counted in PH-100) only if they now live with your parents, get more than half of their support from them, and will continue to get this support during the academic year for which you are applying for financial aid.</p>
<p><b>What is the difference between a stepbrother and a half-brother?</b></p>	<p>If a child is the student's half-brother, it means that one of his biological parents is also a biological parent of the student. If a child is the student's stepbrother, it means that they do not share a biological parent; however, one of his biological parents is now married to one of the student's biological parents.</p>
<p><b>What is the "parents' contribution?" What educational expenses are considered when determining this number?</b></p>	<p>Parents should report the amount of out of pocket expenses they paid for each family member during the prior academic year. This figure should be the total the parents paid for educational costs including amounts paid for tuition, room and board (food and housing), travel, and books and supplies during the prior year. It should not include expenses for extracurricular activities such as sports or band.</p>
<p><b>Section SD asks for the scholarships grants, and gift aid I received. Should that include the scholarships from the college?</b></p>	<p>If you were enrolled at the college during the last academic year, all scholarships and grants received should be reported where indicated in Section SD.</p>
<p><b>Should I include subsidized loans under scholarships, grants, and gift aid?</b></p>	<p>No. Report only money you do not have to repay, such as scholarships and grants received, in Section SD.</p>

<p><b>We took out a "PLUS Loan" for my son's education. Should we report the loan in the Parents' Contribution question in Section SD?</b></p>	<p>Don't report loans in the "Parent's Contribution" question.</p>
<p><b>If my parents are currently separated but not legally divorced, is one of them considered a noncustodial parent?</b></p>	<p>If your parents do not currently share the same household, the parent with whom you live is considered the custodial parent and is responsible for filing the PROFILE. The parent living separately from you is considered the noncustodial parent and may be expected to file the Noncustodial PROFILE by one or more of the colleges on your application list.</p>
<p><b>My stepfather legally adopted me two years ago. Since that time, my mother and he have divorced. Is my stepfather now considered my noncustodial parent?</b></p>	<p>Since an adoption legalizes the relationship between you and your stepfather, he has all of the rights and responsibilities of a biological father and is considered your noncustodial parent.</p>
<p><b>My husband helps support my daughter but there is no court order. What do I put in NP-130? The help with child support could end at anytime.</b></p>	<p>If there is no court order, enter nothing in NP-130.</p>
<p><b>I have an agreement with my former wife. We take turns claiming our son on our taxes. What do I enter in NP-135?</b></p>	<p>Enter the person who claimed the student as a tax exemption in 2015 and explain your circumstances in Section ES.</p>
<p><b>What determines if a parent is custodial or noncustodial? Is it the one who claimed the student on the tax return, or the one with whom the child lives?</b></p>	<p>When a student's biological or adoptive parents do not live in the same household due to separation, divorce, or because they were never married, one parent is the custodial parent and the other is the noncustodial parent. The custodial parent is the parent with whom the applicant has lived the most during the 12 months prior to filing the application. If the student lived equally with each parent, the parent providing more than 50% of the student's support is considered custodial. Support includes money, housing, clothing, food, medical/dental care, and transportation. In the rare event that each parent provides exactly 50% of the student's support, you must decide which parent is the custodial parent. The custodial parent always files the PROFILE and reports his/her information in the Parent Sections. The noncustodial parent's information should be given by the custodial parent in Section NP. Some colleges may also require the Noncustodial PROFILE application from the other parent.</p>

<p><b>What if I don't know where my noncustodial parent is? I haven't seen or spoken to him in years.</b></p>	<p>Enter as much information as possible in Section NP. For address and occupation, enter unknown if you do not know where your father is or what his occupation is.</p> <p>If you are required to file the Noncustodial PROFILE, please note that the College Board cannot waive the Noncustodial PROFILE requirement, as it is set by your colleges and programs. However, if you cannot locate your noncustodial parent, you should discuss this situation with a financial aid administrator at each college that requires information from your noncustodial parent. You may be requested to file a written request for a waiver of this requirement with your colleges and programs. Your colleges may ask for independent verification from someone who is an objective third party (counselor, teacher, social worker, or clergy). Your colleges always have the final decision on whether noncustodial parent information is required. You should not ignore requests for noncustodial parent information because your colleges are likely to consider your financial aid application incomplete if the information is not submitted, unless a college administrator waives the requirement.</p>
<p><b>What if I don't know the identity of my noncustodial parent?</b></p>	<p>Enter as much information as possible in Section NP. Enter unknown for each question you do not know the answer to. If you are required to file the Noncustodial PROFILE and you don't know the identity of your noncustodial parent, you should discuss this situation with a financial aid administrator at each college that requires information from your noncustodial parent. You may be requested to file a written request for a waiver of this requirement with your colleges and programs. Your colleges may ask for independent verification from someone who is an objective third party (counselor, teacher, social worker, or clergy). Remember that your colleges are likely to consider the financial aid application incomplete if the information is not submitted, unless a college administrator waives the requirement.</p>
<p><b>How can I add additional information to Section ES?</b></p>	<p>On a separate sheet of paper, print your information, and send it directly to your college(s), not to the College Board.</p>
<p><b>I submitted my application and now I want to add a college that requires supplemental questions. Does the College Board automatically provide me with the required questions?</b></p>	<p>Yes. They are provided, if necessary, when you add new colleges or programs.</p>
<p><b>What if I have a specific question about a question in Section SQ?</b></p>	<p>Any specific questions about supplemental questions should be directed to the college or program requesting the information.</p>
<p><b>Why would my college want to know my religious denomination?</b></p>	<p>Your religious denomination may be required to determine your eligibility for certain privately-funded scholarships. Providing this information is optional.</p>

<p><b>How can I be assured that my PROFILE information will remain confidential?</b></p>	<p>The College Board considers security and confidentiality one of its highest priorities and uses every possible measure to protect your information. You will access PROFILE Online via a secure browser. Once we receive your information, it is stored in a secure environment. The College Board sends your information only to the colleges and scholarship programs that you authorize when you register for PROFILE or those you add later. Your information is not shared with anyone else.</p> <p>All of the information that passes between the College Board and your computer, including your credit or debit card number or checking account information, is data encrypted. Encryption technology ensures that data remain secure while being transmitted along the Internet by encoding the information.</p> <p>Finally, PROFILE Online is a "VeriSign Secure Site." Double click on the lock at the bottom of any page to verify.</p>
<p><b>Who will see the financial information that I give on my PROFILE?</b></p>	<p>The College Board sends your information only to the financial aid office at the colleges, universities, and scholarship programs that you authorize when you register for PROFILE or those you add later. The information is stored in a secure environment and is not shared with anyone else.</p>
<p><b>We do not want our name and address sold or put on any outside solicitation. What assurances can you give that you will not do this?</b></p>	<p>PROFILE sends your information only to the colleges, universities, and scholarship programs that you authorize when you register or those you add later. The information is stored in a secure environment and is not shared with anyone else.</p>
<p><b>How do I know if I need to complete the PROFILE Application?</b></p>	<p>Read the instructions distributed by colleges, universities, and scholarship programs to understand their specific aid application procedures. Many will have this information on their websites. For example, some want all financial aid applicants to complete the PROFILE while others want it from first-time applicants only. Some want international applicants to complete the PROFILE; some don't. Follow the instructions of each of your colleges, universities, and programs.</p> <p>Most of the colleges and universities, and some of the scholarship programs that use the PROFILE service are listed on the PROFILE website. Click on "Participating Institutions" on the PROFILE Online Home Page to view the list.</p>
<p><b>Where can I view a list of all the colleges that accept PROFILE?</b></p>	<p>A list of most of the colleges and universities that use the PROFILE service may be viewed by clicking on "Participating Institutions" in the center of the screen on the PROFILE Home Page and then clicking on "View all colleges/scholarship programs." Some institutions have selected not to be included on this list. You should check with each of your colleges and universities to determine their requirements.</p>
<p><b>Do I need to fill out a different PROFILE Application for each of my colleges?</b></p>	<p>No. Complete only one PROFILE Application. During the registration process you will be asked to list all of the institutions to which you want to send information. The College Board will then send your information to each of the colleges and programs you requested. You may also add additional colleges or programs to a submitted application.</p>

<p><b>Should I register for each college separately since they have different deadlines?</b></p>	<p>No. You should only register for PROFILE once. You may list all the colleges and programs that you want to receive your PROFILE information when you register or you may add colleges and programs to your application at a later time. If you send your PROFILE information to additional colleges and programs through the "Add Colleges to Submitted Application" process, you will have the opportunity to update your original application responses. Your updated data will only be reported to the added colleges or programs.</p>
<p><b>I have two children in college and I am trying to complete their PROFILE Applications. Is it possible to complete only one form, since the parental information will be identical?</b></p>	<p>The PROFILE is a student application. Because the student's income and assets are taken into account in determining financial aid eligibility, a separate application for each child is needed. Therefore, you must complete a separate application for each child even if the information you provide about yourself is nearly identical.</p>
<p><b>How often do I need to submit a new application? If I completed an application last year, do I have to complete one this year?</b></p>	<p>The PROFILE is an annual application process. A new application must be completed for each academic year if a college or program requires the PROFILE.</p>
<p><b>Can I bring up my application from last year and only change those items that are different for this year?</b></p>	<p>Your application applies only to a specific year; when you register for PROFILE for a new year, you are assigned a new application. However, if you submitted an application last year and use last year's user name this year, some, but not all, of your information will be pre-filled. Review that information and make any updates before completing and submitting your application.</p>
<p><b>I entered the wrong email address. If I go back to Registration and correct my email address, will I receive my confirmation at the new email address?</b></p>	<p>You can change your email address in Registration until you submit your application. The email address that is submitted with your application is the address where your PROFILE confirmation will be sent.</p>
<p><b>Can I use PROFILE to apply for federal student aid?</b></p>	<p>No. For federal assistance, you must complete a Free Application for Federal Student Aid (FAFSA). You can complete FAFSA online at <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a>. You may also be able to get a paper FAFSA from your high school guidance office, or call the Federal Student's Aid Information Center at (800) 433-3243.</p>

<p><b>I am a foreign citizen and I live outside of the US with my parents. Do I have to complete a PROFILE Application for U.S. Colleges?</b></p>	<p>Many colleges and universities require that international students fill out the PROFILE. Some schools have other processes. If any of the colleges you are interested in attending require the PROFILE from international students you need to complete the application. Check with your college(s).</p> <p>Many of the colleges and universities who require PROFILE from international students are listed on the Participating Institutions List found on the PROFILE Index Page, but you should check with each of your colleges and universities to determine their specific requirements.</p>
<p><b>When will colleges and programs receive my information?</b></p>	<p>The reporting process begins as soon as you submit your application, and your colleges and scholarships receive some of your information overnight. Colleges and scholarship programs may select from a variety of reporting methods and will receive some formats of your information according to the schedule they have requested, which can be as early as the next business day after submission but may be later as some colleges and programs request that the College Board delay sending student PROFILE reports until the date they specify. Once you have submitted your application, click on "Check Status of Application" on the Home Page to see the dates your information has been, or will be, reported to each of your schools or programs.</p>
<p><b>How can I get a copy of my submitted application?</b></p>	<p>Once you have submitted your application, you will receive an online PROFILE Acknowledgment that includes all the information provided on your PROFILE Application. You can print your Acknowledgment at any time by going to the PROFILE Online Home Page and clicking on "Check Status of Application," then clicking on "Acknowledgment."</p>
<p><b>How can I make changes or corrections to my application once I have submitted it?</b></p>	<p>Once you have submitted your application, you cannot change any of the data online that you have provided for the colleges and programs you selected. If you need to change any information, print out a copy of your PROFILE Acknowledgment that includes all the information provided on your PROFILE Application and use the printed, paper version of the Acknowledgment to make corrections. Then mail copies directly to the colleges, universities, and programs to which you are applying. Be sure to keep a copy for your records.</p> <p>To print your Acknowledgment, go to the PROFILE Home Page, click on "Check Status of Application," then click on "Acknowledgment."</p> <p>If you send your PROFILE information to additional colleges and programs through the "Add Colleges to Submitted Application" process you will have the opportunity to update your application responses. Your updated data will only be reported to the added colleges or programs.</p>
<p><b>If a college has an early deadline and my financial situation changes before the deadlines of my other colleges, can I change my application after I send it to the first institution?</b></p>	<p>If you send your PROFILE information to additional colleges and programs through the "Add Colleges to Submitted Application" process you will have the opportunity to update your application responses. Please note, once you have submitted your application, you cannot change any of the data you have provided for the colleges and programs you selected. Your updated data will only be reported to the added colleges or programs.</p>

<b>What can I do if I have questions about PROFILE?</b>	To answer most questions regarding the PROFILE Application, go to the "Help Desk." Read the PROFILE Application instructions carefully. Read the FAQs for more information. You can also use the "Search Help" tool to do a targeted search for a specific question. If you have additional questions, click "Contact Us" from the Help Desk or at the top of most pages.
<b>Will I receive an email telling me my CSS ID?</b>	Yes. PROFILE generates this message automatically if you provided an email address during Registration.
<b>Can I print a copy of a partially completed PROFILE Application?</b>	Yes. While in the application click on "Print Application" to print out what you have currently completed. Once you submit your application you can print your Acknowledgment by clicking on "Check Status of Application," which shows all the information entered on your PROFILE Application.
<b>How much does PROFILE cost?</b>	When you submit your application, you will be charged an application fee of \$9 and a \$16 reporting fee for each college, university, or program selected. There is no refund of any fee after you have submitted your application to the College Board.
<b>What are my payment options?</b>	PROFILE accepts VISA, MasterCard, American Express, Discover Card (including debit cards and pre-paid credit or gift cards), and Fee Payment Codes. Credit, debit, and gift card usage is subject to the terms and conditions of the company issuing the card.
<b>I don't have a credit card. How can I pay for the application?</b>	PROFILE accepts pre-paid credit cards or gift cards (VISA, MasterCard, American Express, or Discover Card) available at most grocery and drug stores. The card used must completely cover your entire PROFILE fees. You cannot enter multiple card numbers. Credit and debit card usage is subject to the terms and conditions of the company issuing the card.

<p><b>I am concerned about security and don't want to give my credit card information online. Can I call you with my credit card number?</b></p>	<p>No, the PROFILE is a completely online process. All payment processing must be completed online. We cannot accept payment via phone or mail.</p> <p>The College Board uses every possible measure to protect your information. You access PROFILE Online via a secure browser, your information is stored in a secure environment, and all of the information that passes between the College Board and your computer, including your credit or debit card number or checking account information, is data encrypted. Encryption technology ensures that data remain secure while being transmitted along the Internet by encoding the information.</p> <p>We do accept Visa or Master Card pre-paid credit cards or gift cards (VISA, MasterCard, American Express, or Discover Card) available at most grocery and drug stores. The card used must completely cover your entire PROFILE fees. You cannot enter multiple card numbers. Credit and debit card usage is subject to the terms and conditions of the company issuing the card.</p>
<p><b>What are fee waivers and Fee Payment Codes?</b></p>	<p>The College Board waives PROFILE fees for first-year, first-time domestic college applicants who used an SAT fee waiver or from families with incomes below the poverty level. The fee waiver covers the PROFILE application and reporting fees for up to eight colleges or programs. Fee waivers are awarded automatically to students who qualify based on the information reported on the PROFILE.</p> <p>Scholarship programs and institutions can purchase Fee Payment Codes from the College Board and distribute them to students. These cover the application fee and reporting to that program or college.</p>
<p><b>What are the values of a fee waiver or Fee Payment Code?</b></p>	<p>A fee waiver covers the PROFILE application and reporting fees for up to eight colleges or programs. If you send your information to more than eight colleges or programs, you will be required to provide credit or debit card information. The additional fees will be charged to that credit or debit card.</p> <p>Fee Payment Codes cover your application fee plus the reporting fee for that college or scholarship program.</p>
<p><b>Can I use a Fee Payment Code after I have submitted my PROFILE Application?</b></p>	<p>No. Fee Payment Codes must be entered as part of the PROFILE Application submit process. Be sure to have your Fee Payment Code available when you submit your application; you cannot receive a refund for fees paid before you receive a Fee Payment Code. However, Fee Payment Codes can be used to add colleges or programs to a submitted application.</p>
<p><b>I am an international student. Am I eligible to use a Fee Payment Code?</b></p>	<p>Yes. Those interested in Fee Payment Codes need to check with their institution's financial aid office.</p>
<p><b>If I received a fee waiver for the SAT, does that mean that I will receive one for PROFILE?</b></p>	<p>First-time, domestic college applicants who used an SAT fee waiver may also qualify for up to 8 PROFILE fee waivers. To qualify, students must log in to PROFILE using the same credentials used for the SAT.</p>

<p><b>I received an error message stating that my Fee Payment Code was invalid. What do I do?</b></p>	<p>Verify that you have entered the Fee Payment Code and the CSS Code correctly. You must enter both codes. If you have entered both correctly, contact the college or program that provided you with the code. A specific Fee Payment Code can only be used once, and only for the corresponding CSS Code. If a Fee Payment Code has been previously used, or is not valid for that CSS Code, an error message will appear.</p>
<p><b>I submitted my application and paid by credit card. Can I cancel my PROFILE Application, get a refund, and then pay with a Fee Payment Code?</b></p>	<p>Once you have submitted your application you are not eligible for a refund.</p>
<p><b>I receive reduced-price lunch at my high school but I didn't get a PROFILE fee waiver. Why not?</b></p>	<p>PROFILE fee waiver eligibility is based on the USDA reduced-price lunch income guidelines. However, instead of applying your parents' reported Adjusted Gross Income (AGI) to those guidelines, we apply the College Board's Institutional Methodology definition of income that combines taxable income, including business income, and non-taxable income, such as child support. These differences in calculating eligibility may lead to a student qualifying for reduced-price lunch, but not a PROFILE fee waiver.</p>
<p><b>How is the eligibility for a PROFILE fee waiver determined?</b></p>	<p>The automated process looks at the data entered in many parts of the PROFILE application, including income and family size, to determine fee waiver eligibility based on the financial strength of the student and the student's parents. The calculation focuses on students from families with the lowest income relative to their household size.</p> <p>First-time, domestic college applicants who used an SAT fee waiver may also qualify for up to 8 PROFILE fee waivers. To qualify, students must log in to PROFILE using the same credentials used for the SAT.</p>
<p><b>I was given a PROFILE Fee Waiver when I submitted my PROFILE Application. I only listed two colleges to receive my PROFILE report. I must add an additional college to receive my PROFILE report and would like to use the fee waiver for the third college. How do I do this?</b></p>	<p>When you complete an Add College or Program Request, your remaining fee waiver eligibility will be automatically applied to your fees.</p>

<p><b>How can I appeal my ineligibility for a fee waiver?</b></p>	<p>You cannot appeal your ineligibility status. The PROFILE application has a programmed computation to determine fee waiver eligibility that cannot be changed. The computation has been determined by experienced College Board staff in conjunction with the Committee on Standards of Ability to Pay, an advisory committee of practicing financial aid administrators. The equitable fee waiver calculation focuses on students from families with the lowest income relative to their household size.</p>
<p><b>I received a message that the College Board is unable to accept credit card payments from the country I live in. What should I do?</b></p>	<p>You should contact the college(s) you are applying to for guidance on how to complete the application. They may provide you with a Fee Payment Code or an opportunity to purchase a Fee Payment Code, or they may provide you with an alternate application method such as the paper <i>International Student Financial Aid Application</i>. As each school will have different requirements and options, you should contact each college you are applying to that requires the PROFILE to determine what steps you should take. This information is often found on the college's website, or you may need to contact the Financial Aid Office directly.</p>
<p><b>When should I complete the PROFILE Application?</b></p>	<p>Complete the PROFILE before your earliest college or program priority filing date. Information about priority filing dates can be found in each college or program's financial aid information, often on their website. Additionally, priority filing date information will be given to you when you complete the registration step if it has been provided to the College Board by the institution. At the very latest, you must submit your PROFILE Application by February 15, 2018.</p>
<p><b>I have completed the PROFILE Registration. Does this satisfy the various colleges' deadlines?</b></p>	<p>No. Simply registering for PROFILE will not satisfy the colleges' deadline requirements. You must submit the completed PROFILE Application by midnight Eastern Time on the earliest college's deadline.</p>
<p><b>What determines if my Application is "on time?"</b></p>	<p>Your PROFILE Application will be considered on time if you submit your application by midnight Eastern Time of your earliest priority filing date.</p>

<p><b>What is the deadline for completing the PROFILE Application? What is a priority filing date?</b></p>	<p>Colleges and scholarship programs have different deadline requirements for completing the PROFILE Application. You can find out the deadlines (priority filing dates) for your colleges or programs in their financial aid information – usually on their website – or through PROFILE Online. When you register for PROFILE, you select the colleges and programs to which you would like to send your PROFILE information. If a date appears when the college or program is selected, this is the date by which the completed PROFILE Application should be submitted. If no date appears, the college or program has not given the College Board its priority filing date. In this case, you should check with the college or program for this important date. If a filing date has passed, complete and submit the application immediately.</p> <p>Once you have registered the colleges and programs you selected and their priority filing dates will appear on the PROFILE Home Page.</p> <p>In submitting PROFILE Online, please be aware that the College Board is located in the Eastern time zone of the U.S. If you live on the West Coast of the United States, for example, and submit your application after 9 p.m. on your college's or program's priority filing date, the receipt date will be recorded as the next day, and your application will be considered late by your college or program.</p>
<p><b>Can I add or delete college or program before I submit my application?</b></p>	<p>Yes. If you want to add a college or program to your application (or delete a college or program), scroll to the bottom of any application page and click to on "Add/Remove Colleges." This takes you to the "College and Program Search" screens. Make your changes. When you are done, press the "Continue" button at the bottom of the screen to save the changes.</p>
<p><b>How can I add a college or program after I have submitted my application?</b></p>	<p>Go to the PROFILE Online Home Page and, click "Add Colleges to a Submitted Application." PROFILE will display a list of colleges and programs to which your information has been sent. Click "Add/Search." Select the additional colleges and programs to which you want your information sent. If you send your PROFILE information to additional colleges and programs through the "Add Colleges to Submitted Application" process you will have the opportunity to update your application responses. Your updated data will only be reported to the added colleges or programs.</p> <p>Before your request is completed, a "Charge Summary" will show the total cost for this service. There is a \$16 reporting fee for each college or program.</p> <p>Once you submit your added colleges and programs, you will receive an online Acknowledgment that will detail the college(s) and program(s) you have just added. To view ALL the colleges and programs that you have registered for, return to the PROFILE Home Page and click on "Check Status of Application." A summary of all your information will appear.</p>
<p><b>Can I delete a college or program from my record after submitting my application?</b></p>	<p>No. Reporting to your colleges and programs begins immediately after you submit your application for processing; therefore, you cannot delete a college or program as a recipient once you have submitted your application.</p>

<p><b>If I add colleges and programs to my PROFILE record, will I be notified of the priority filing dates?</b></p>	<p>If the colleges and programs have given us their priority filing dates you will see them when you add the college or program.</p>
<p><b>Will the data that I provide on my PROFILE be stored by the College Board for access at a later date?</b></p>	<p>Yes. Students completing a PROFILE Application may request that their information be sent to new colleges or programs at any time during the school year for which the application was completed. If you send your PROFILE information to additional colleges and programs through the 'Add Colleges to Submitted Application' process you will have the opportunity to update your application responses. Your updated data will only be reported to the added colleges or programs.</p>
<p><b>Can I cancel my PROFILE Application after I submit it?</b></p>	<p>No. The process to report your information begins immediately after you submit your PROFILE Application. Therefore, your application cannot be canceled.</p>
<p><b>How do I know if I have submitted my application?</b></p>	<p>Go to the PROFILE Home Page.</p> <p>If you have the option to "Continue Existing Application," this means you have not submitted your application. If you have answered all of the questions, click the "Submit" button and proceed through each page until you see a page stating "Application Submitted."</p> <p>After you submit your completed PROFILE Application, you will receive a PROFILE Acknowledgment. The Acknowledgment shows the colleges and programs to which the College Board will send your information. The report may contain additional requirements and information from your colleges and programs related to the next steps in the process.</p> <p>Your Acknowledgment also shows the information from your PROFILE Application that we will report to your colleges and programs.</p> <p>You will also automatically receive a "PROFILE Charge Receipt" email (if you provided us with your email address).</p> <p>If in the PROFILE Home Page you have the option to "Check Status of Application," it means you have submitted your application. If you click on the button a summary of your information, including your Acknowledgment, will appear.</p> <p>If you need to change any information, use a printed, paper version of the Acknowledgment to make corrections. Mail copies directly to the colleges and programs to which you are applying. Be sure to keep a copy for your records.</p>
<p><b>How will I know when my PROFILE Application has been processed?</b></p>	<p>After you submit your application you will see a PROFILE Acknowledgment page stating "Application Submitted." The process to report your information begins immediately after you submit your PROFILE Application. You can print the Acknowledgment, which you should keep for your records.</p>

<p><b>Can you send the completed PROFILE report to me before you send it to my college or program?</b></p>	<p>No. Students receive a PROFILE Acknowledgment, but only colleges and programs receive the PROFILE Financial Need Analysis Report.</p>
<p><b>Will my Acknowledgment list all of my colleges and programs?</b></p>	<p>The Acknowledgment lists the college(s) and program(s) requested at the time the application was submitted. Additional Acknowledgments are provided when colleges or programs are added. These list only the new colleges or programs. However, in order to view ALL the colleges and programs that you have registered for, return to the PROFILE Home Page and click on "Check Status of Application." A summary of all your information will appear.</p>
<p><b>Will the colleges be able to see the other institutions I applied to?</b></p>	<p>No, your colleges will not be able to see the other institutions you applied to.</p>
<p><b>I listed 7 colleges but only one of them requested Supplemental Questions (SQ). Will the other 6 colleges be able to see my answers to the Supplemental Questions?</b></p>	<p>No. Only the college requesting the information will receive it.</p>
<p><b>I am 22 years old, single, my father is deceased, and I provide financial care for my disabled mother. Since I provide the majority of support for my mother, how do I communicate this to my colleges?</b></p>	<p>Explain your situation in Section ES of the PROFILE Application. Provide as much detail as possible regarding the financial support you provide your mother. If additional space is needed, you should explain your situation in writing and send a copy to each college or program receiving your PROFILE results. If the parent sections are displayed on your application, that information is required; you must provide information about your mother in those sections.</p>

<p><b>I am 28 years old, serving in the U.S. Armed Forces, father of two, and have not been a dependent of my mother for over 9 years. Why does the school require her information on my application?</b></p>	<p>Some colleges and programs require financial aid applicants to report parents' information even if the students meet the conditions for "independent" student status. This is because they have limited institutional grant aid, and may take the parents' resources into account in deciding how much aid to award an independent student. If the parent sections are displayed on your application, that information is required by your college or program; you must provide information about your mother in those sections. Questions regarding a college's application policy should be directed to that college's financial aid office.</p>
<p><b>I am a 37 year old married woman with two children and will be attending college this fall. Are the Parent Sections about my household as a parent or my parents? I haven't lived with my parents in 20 years.</b></p>	<p>If the Parent Sections are displayed, information about your parents is required. Some colleges and universities require information about the parents of independent students, regardless of the student's age or marital status. Questions regarding a college's application policy should be directed to that college's financial aid office.</p>
<p><b>I am the student and care for my elderly parents both physically and financially since their only income is social security. Can I indicate on the application that they are my dependents?</b></p>	<p>If the parent data sections are displayed, that information is required; you must provide information about your parents in those sections regardless of the fact that you care for them both physically and financially. If those sections are not displayed, you should include your parents in the number you report in SD-135 if your parents live with you and you provide more than one half of their financial support and will continue to do so during the next academic year. You should explain your situation in Section ES of the PROFILE Application and/or provide details in a letter to the college(s) to which you are applying for financial aid.</p>
<p><b>I am a student and recently married. Should I use my financial scenario from last year or should I estimate our expenses for this year?</b></p>	<p>Answer the questions based on current information. Since you are currently married, answer the questions based on your and your spouse's combined information, even though you weren't married last year.</p>

<p><b>If I send the noncustodial parent information about the Noncustodial PROFILE, will the noncustodial parent have access to information from the PROFILE?</b></p>	<p>The College Board separates processing of the custodial and noncustodial parent's PROFILE applications. Neither parent is given access to the other parent's information. Colleges that collect noncustodial parent information are careful to protect the confidentiality of each parent's information, unless the parent provides written instruction that it can be shared with the other parent or the applicant.</p>
<p><b>Why does my college require that my noncustodial parent complete the Noncustodial PROFILE?</b></p>	<p>Colleges that award institutionally funded need-based aid support a basic principle that holds the family responsible for college expenses, to the extent of its financial ability. Colleges that require noncustodial parent information have an inclusive definition of family and believe that both parents share that responsibility, even if they are no longer living with or married to one another. The Noncustodial PROFILE application service is designed to support efficient, confidential, and consistent transmission of noncustodial parent information by providing one central point of processing.</p>
<p><b>What information will be collected on the Noncustodial PROFILE?</b></p>	<p>The information collected on the Noncustodial PROFILE is very similar to information collected from the custodial parent - income, assets, family composition, etc.</p>
<p><b>Can the Noncustodial PROFILE be submitted before the custodial parent submits the PROFILE Application to the College Board?</b></p>	<p>Yes. The Noncustodial PROFILE can be submitted once it has been completed.</p>
<p><b>Who completes the PROFILE if the applicant's parents are separated or divorced?</b></p>	<p>The custodial parent always completes the PROFILE application. If the applicant's parents are separated or divorced, the custodial parent is the parent with whom the applicant has lived the most during the 12 months prior to filing the application. If the student lived equally with each parent, the parent providing more than 50% of the student's support is considered custodial. Support includes money, housing, clothing, food, medical/dental care, and transportation. Only in the rare event that each parent provides exactly 50% of the student's support, you must decide which parent is the custodial parent. Some colleges may request the other parent to complete the Noncustodial PROFILE application in addition to the custodial parent completing Section NP - Information About the Noncustodial Parent on the PROFILE.</p>
<p><b>I live with a legal guardian and have two noncustodial parents. I've been notified by the College Board that I must have the Noncustodial PROFILE completed. What do I do?</b></p>	<p>Contact your colleges that require the Noncustodial PROFILE and ask them what you should do. Only one online Noncustodial PROFILE Application can be submitted for each student.</p>

<p><b>My child's noncustodial parent submitted a PROFILE application. I am the custodial parent and I want to complete my own. What can I do?</b></p>	<p>Explain the situation to each of your child's colleges and programs. Follow the guidance you receive from the financial aid administrators at each college or program.</p>
<p><b>My ex-husband and I are divorced but we still live together. How should I complete the PROFILE?</b></p>	<p>Since you are sharing the same household, complete the PROFILE jointly, combining your incomes and assets. Explain your situation in Section ES.</p>
<p><b>My spouse and I were separated for several years but we recently got back together and now reside in the same household. How should I report our finances for last year?</b></p>	<p>Since you are currently living together, report your combined income and assets for last year and file the PROFILE jointly, even if you filed separate tax returns.</p>
<p><b>My mother was artificially inseminated. We do have contact with the donor, however we prefer for him not to be involved in the financial aid process. What should we do?</b></p>	<p>If the donor has provided you and your mother with financial support or has been actively involved with you in a parenting type relationship, you may have to provide his financial information to some colleges. Explain your situation to each college that requests noncustodial parent information. It will be up to each college to decide if he must complete the Noncustodial PROFILE.</p>
<p><b>My noncustodial parent is deceased and the college wants his information on the Noncustodial PROFILE. What can I do?</b></p>	<p>If you haven't submitted the PROFILE yet, make sure Registration Question 11 says "widowed." If you have already been notified of the Noncustodial PROFILE requirement, the College Board cannot waive the requirement, as it is set by your colleges and programs. Advise your colleges and programs of the death of your parent. Follow the guidance you receive from the financial aid administrators at each college or program as to how to fulfill their requirements.</p>

<p><b>My father is disabled and does not use a computer. How can he complete the Noncustodial PROFILE online? Can you send me a paper form?</b></p>	<p>There is no paper form that takes the place of the Noncustodial PROFILE online service. When the information that your parent enters online is submitted, an automated computation is done for the colleges to access. This service is only available online.</p> <p>We suggest the following:</p> <ol style="list-style-type: none"> <li>1. Print out the email that we sent to you.</li> <li>2. Go to <a href="https://ncprofile.collegeboard.com">https://ncprofile.collegeboard.com</a> and print out a copy of the Pre-Application Worksheet. Give it to your father with the copy of the email notification you printed.</li> <li>3. Request that he fill out the Pre-Application Worksheet and give the worksheet and email with the access information to someone that he trusts and has a computer.</li> <li>4. This person should go to the website, sign-in using the information in the email, enter the information from the worksheet, and submit the application online. There is a \$25 fee, payable by credit card or check, required to submit the application.</li> <li>5. An acknowledgment is provided when the Noncustodial PROFILE is submitted online. Your father's friend or family member should print out a copy of the Acknowledgment and give it to your father.</li> </ol> <p>No other action is required after this information is submitted online. If this cannot be done, contact your colleges that require the online Noncustodial PROFILE and let them know your circumstances.</p>
<p><b>My noncustodial parent does not have Internet access. How can she file the Noncustodial PROFILE?</b></p>	<p>There are a variety of community-based sites where Internet access is available, including public libraries, community centers, schools, and commercial sites. Your mother should go to one of these locations, access the Noncustodial PROFILE site, and print out the Pre-Application Worksheet. She can complete the Worksheet at home and return to the public access location to complete the Noncustodial PROFILE online. If she cannot do this, contact the financial aid office at your colleges that are asking for noncustodial parent information and request guidance.</p>
<p><b>My noncustodial parent lives outside of the U.S. Is he required to complete the Noncustodial PROFILE?</b></p>	<p>Check with your colleges and programs that require the Noncustodial PROFILE (NCP). Their websites will probably have information on who should complete the NCP. Some will require it only of U.S. residents; some will require it of the parents of all U.S. citizens, regardless of where the parent resides; and some will require it of all noncustodial parents. Since the NCP is a web based application process, he can file from any country as long as he has Internet access.</p>
<p><b>I am a foreign citizen. My noncustodial parent also lives outside of the U.S. Is she required to complete the Noncustodial PROFILE?</b></p>	<p>Check with your colleges and programs that require the Noncustodial PROFILE (NCP). Their websites will probably have detailed information on who should complete the NCP. Some will require it only of U.S. residents; some will require it of the parents of all U.S. citizens, regardless of where the parent resides; and some will require it of all noncustodial parents. Since the NCP is a web based application process, she can file from any country as long as she has Internet access.</p>

<p><b>My noncustodial parent is not willing to provide financial information. What should I do?</b></p>	<p>The College Board cannot waive the Noncustodial PROFILE requirement, as it is set by your colleges and programs. You should discuss this situation with a financial aid administrator at each college that requires information from your noncustodial parent. Each college has the final decision on the impact of parent's unwillingness to supply information. You may be requested to file a written request for a waiver. Your colleges may ask for independent verification from someone who is an objective third party (counselor, teacher, social worker, or clergy). You should not ignore requests for noncustodial parent information because your colleges are likely to consider the financial aid application incomplete if the information is not submitted, unless a college administrator waives the requirement. Your college always has the final decision on whether noncustodial parent information is required.</p>
<p><b>What if I cannot contact my noncustodial parent due to prior abusive experience?</b></p>	<p>No institution wants to put a student in a potentially harmful situation. You should discuss this situation with a financial aid administrator at each college that requires information from your noncustodial parent. You may be requested to file a written request for a waiver of this requirement with your colleges. Your colleges may ask for independent verification from someone who is an objective third party (counselor, teacher, social worker, or clergy). Remember that your colleges are likely to consider the financial aid application incomplete if the information is not submitted unless a college administrator waives the requirement. Your college always has the final decision on whether noncustodial parent information is required.</p>
<p><b>What if I don't know the identity of my noncustodial parent?</b></p>	<p>Enter as much information as possible in Section NP. Enter unknown for each question you do not know the answer to. If you are required to file the Noncustodial PROFILE and you don't know the identity of your noncustodial parent, you should discuss this situation with a financial aid administrator at each college that requires information from your noncustodial parent. You may be requested to file a written request for a waiver of this requirement with your colleges and programs. Your colleges may ask for independent verification from someone who is an objective third party (counselor, teacher, social worker, or clergy). Remember that your colleges are likely to consider the financial aid application incomplete if the information is not submitted, unless a college administrator waives the requirement.</p>

<p><b>What if I don't know where my noncustodial parent is? I haven't seen or spoken to him in years.</b></p>	<p>The College Board cannot waive the Noncustodial PROFILE requirement, as it is set by your colleges and programs. However, if you cannot locate your noncustodial parent, you may be able to file a written request for a waiver of this requirement with your colleges and programs. Your colleges may ask for independent verification from someone who is an objective third party (counselor, teacher, social worker, or clergy). Your colleges always have the final decision on whether noncustodial parent information is required. You should not ignore requests for noncustodial parent information because your colleges are likely to consider your financial aid application incomplete if the information is not submitted, unless a college administrator waives the requirement.</p>
<p><b>Does the noncustodial parent have to send her tax information with the custodial parent's returns?</b></p>	<p>Income verification is often required of both custodial and noncustodial parents. Please follow each of your colleges' guidelines. Some colleges request that copies of tax returns be sent to the college directly. They can be sent under separate cover. If the college participates in the College Board's IDOC service and wants noncustodial parent income verification, you must follow the IDOC directions and submit the noncustodial tax returns with the appropriate IDOC Cover Sheet, but they may be sent separately from the custodial parent's tax returns.</p>
<p><b>Is there a deadline for filing the Noncustodial PROFILE?</b></p>	<p>Each college determines the date by which information must be received. Each college's priority filing date can be found in their financial aid information, often on their website. Additionally, priority filing date information can be found on the Noncustodial PROFILE. Once the noncustodial parent signs into the Noncustodial PROFILE, the first page will list the student's college(s) and program(s) and their priority filing dates, if they have provided them to the College Board. At the very latest, we must receive the Noncustodial PROFILE Application by February 15, 2018.</p>
<p><b>Will the College Board follow-up with the noncustodial parent?</b></p>	<p>No, the College Board will not follow-up with the noncustodial parent. The College Board will notify the student completing the PROFILE if the Noncustodial PROFILE is required and when it has been submitted; follow-up is considered the student's responsibility.</p>
<p><b>I do not live with either of my divorced parents and I am financially independent. I am required to provide parental information on PROFILE. When I lived with them, they were married. Whose information should I list as the custodial parent?</b></p>	<p>The custodial parent is the parent who provided more than 50% of your support during the last 12 month period during which you received support from them. If that period was when they were married, the custodial parent is the parent who earned the higher income. The other parent would be the noncustodial parent and should file the Noncustodial PROFILE if required.</p>

<p><b>I am an independent student. Why am I being asked to provide my parents' financial information? How do I complete PH-100?</b></p>	<p>Some colleges require students who are legally independent of their parents to complete the family information in Section PH as well as the parent's income and asset sections to obtain a more complete view of the student's situation prior to awarding their own grant resources to the student. Students who fall into this category should always include themselves in the parents' household size in PH-100, even if they don't live with their parents, so that the maintenance and living expenses for the student are considered. Questions regarding a college's application policy should be directed to that college's financial aid office.</p>
<p><b>How do I know if I am a dependent or an independent student?</b></p>	<p>A student is considered independent, for financial aid consideration, if he or she can answer "Yes" to at least one of the following questions:</p> <ul style="list-style-type: none"> <li>• Is the student 24 years old or older?</li> <li>• Is the student married?</li> <li>• Is the student enrolled in a graduate or professional school program?</li> <li>• Does the student have dependents other than a spouse?</li> <li>• Is the student an orphan or ward of the court?</li> <li>• Is the student a U.S. military veteran?</li> </ul> <p>If not, the student is considered dependent.</p> <p>Financial aid eligibility is, in part, determined by a student's dependency status. Independent students are treated differently from students who are dependent on their parents. However, some colleges and programs require parental information even if the student is considered independent based on the criteria above. Questions regarding a college's application policy should be directed to that college's financial aid office.</p>
<p><b>Can I use my user name and password from last year for this year's application?</b></p>	<p>Yes. If you are the applicant you can use last year's user name and password. In fact, using last year's user name and password will pre-fill some of your application information this year. Additionally, if your parent filed the application for you last year using his or her password, you can reuse that user name and password. However, if your parent used that user name to file a PROFILE for a sibling, your parent must use a different user name and password to file a PROFILE for you, no matter what year that user name was used for.</p>
<p><b>Do I have to create a new user name and password for each of my children in order to register and complete PROFILE Applications for them?</b></p>	<p>Yes. A separate registration and application is required for each student. You must completely close your browser and sign in with (or create) a new user name and password for each new PROFILE Application.</p>