

UNIVERSITY OF MASSACHUSETTS MEDICAL SCHOOL

FINANCIAL AID APPLICATION INSTRUCTIONS FOR INSTITUTIONAL FINANCIAL AID (NEED BASED AID) 2014-2015 ACADEMIC YEAR

Application Deadlines for Institutional Aid (Need Based Aid):

- **School of Medicine:** Wednesday, April 16, 2014 or four weeks after acceptance if accepted after March 17, 2014.
- **GSN/GSBS:** Friday, May 16, 2014 or four weeks after acceptance if accepted after April 16, 2014.

For information about **Institutional Aid (need based)**, please refer to your current school catalog.

PAPER FORMS TO BE SUBMITTED TO FAO (Annually):

1. **UMMS Application for Financial Aid**
2. **Parents' 2013 Federal tax return, if they are required to file-** Photocopy of your parents' (and step parents') 2013 Federal tax return with all pages and schedules. If they filed electronically or telefiled, please provide a photocopy of a paper 1040 form with all numbers entered on the correct lines.
3. **Parents' 2013 W2 form(s) and 1099 form(s)** - Photocopy of your parents' (and step-parents') W2 form(s) and 1099 form(s).
4. **Child Care Expense Form-** if you will incur child care expenses during 2014-2015.
5. **Business/Farm Information-** If your parents have a business or farm, you may be required to complete this form.
6. **Loan History Form (Prior Education Loans Form) - New Applicants only.** If you have no prior loans, please write "*no prior loans*" on the form.

All forms are available for download at www.umassmed.edu/financialaid

**FINANCIAL AID APPLICATION PROCESS FOR
INSTITUTIONAL FINANCIAL AID (NEED BASED AID)**
(Continued)

FORMS TO BE COMPLETED ELECTRONICALLY (Annually):

1. **FAFSA for 2014-2015** - available at <http://www.fafsa.ed.gov/>. Make sure to sign the FAFSA electronically with your PIN. Only the student's (and spouse if applicable) financial information is required on the FAFSA.
 - When you file your FAFSA, the UMMS code is **G09756**.
 - When you receive your Student Aid Report, please check to see that it is valid and that no corrections or updates are required.
 - If you are selected for verification by the U.S. Department of Education, the Office of Financial Aid may ask you to provide additional documentation to confirm the information reported on your FAFSA.

The U.S. Department of Education recently created an enhancement to the FAFSA filing process by allowing applicants to retrieve tax data directly from the IRS. This new process is called the IRS Data Retrieval Tool. The IRS Data Retrieval Tool will allow student's tax information to be transferred from the IRS to the FAFSA automatically. We strongly recommend that students select this option when filing their 2014-2015 FAFSA. This option will streamline and expedite the processing of your financial aid.

Important things to consider:

- If you did not file a Federal IRS tax return, you cannot use the IRS Data Retrieval Tool because there is no information on file with the IRS for you to view and transfer.
- Electronically filed tax return information will be available 1-2 weeks after the return has been filed. Data from paper tax returns will be available in 6-8 weeks.
- You cannot utilize the IRS Data Retrieval Tool if you are married and file separate tax returns from your spouse, if you had a marital status change after the end of the 2013 tax year or have filed an amended tax return
- If your application has been selected for verification and the IRS Data Retrieval process was not used, the applicant will be required to submit a tax transcript from the IRS as copies of Federal tax returns will no longer be acceptable forms of documentation for this purpose.

2. **CSS PROFILE** - Complete the 2014-2015 CSS Profile, available at: <https://profileonline.collegeboard.com/prf/index.jsp>. The UMMS code is **3936**. You will need financial information for you, your spouse (if applicable) and your parents. Make certain you include complete parental financial information and electronic signature. **Do not file a CSS profile without parental financial information.**

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3. **Divorced/Separated Parent Form** - If your parents are divorced or separated, your noncustodial parent will be instructed to complete this form, available at:
<https://ncprofile.collegeboard.com/ncpWeb/pageflows/Main/NcpMainController.jspf>
4. **Sign your Master Promissory Note** - All **new applicants** must sign a Federal Direct unsubsidized Stafford Loan Electronic Master Promissory Note at:
<https://studentloans.gov/myDirectLoan/index.action>
5. **Entrance Counseling** - All **new applicants** must complete an entrance interview at:
<https://studentloans.gov/myDirectLoan/index.action>
6. If the maximum amount of unsubsidized Stafford loans (\$47,167 for Medical students (see breakdown on UMMS application) and \$20,500 for Masters and PhD students) is not enough to cover your total cost of attendance as determined by UMMS, you may opt to apply for a GradPLUS loan. Please contact the Financial Aid Office **once you have received your award letter** if you are unsure if you need to apply for this loan. All **new GradPLUS applicants** must sign a Federal Direct GradPLUS Loan Electronic Master Promissory Note:
<https://studentloans.gov/myDirectLoan/index.action>
7. All students who apply for a Federal Direct GradPLUS Loan must submit a Federal Direct GradPLUS Loan Request Form: [Grad Plus App AND Instructions 13-14 REVISED.pdf](#)

PLEASE MAIL COMPLETED PAPER FORMS TO:

**UNIVERSITY OF MASSACHUSETTS MEDICAL SCHOOL
OFFICE OF FINANCIAL AID
55 LAKE AVENUE NORTH
WORCESTER, MA 01655**