



Financial Aid Application Instructions 2010-2011 Transfer Students (U.S. Citizens & Permanent Residents)

To apply for financial aid as a transfer student, complete the steps below.

1. **Indicate your intent to apply for financial aid when you complete your admission application.**
2. **College Scholarship Service Financial Aid PROFILE**
 - Visit profileonline.collegeboard.com to complete the College Scholarship Service Financial Aid PROFILE. Include Macalester's code (6390) in the school release section.
 - If you do not yet have complete 2009 tax returns, file the PROFILE with estimated figures.
3. If your biological/adoptive parents are separated or divorced, your noncustodial parent must complete the **CSS Noncustodial PROFILE**. If applicable, you will receive details about the Noncustodial PROFILE as part of the PROFILE process.
4. **Free Application for Federal Student Aid (FAFSA)**
 - File the FAFSA and include Macalester's code (002358) in the school section.
 - You may file the FAFSA online at www.fafsa.ed.gov.
 - Paper FAFSAs may be ordered by calling 1-800-433-3243.

5. Institutional Documentation Service (IDOC)

In response to your Financial Aid PROFILE, you will receive information from the College Board IDOC service on behalf of Macalester College. Macalester will use the IDOC service to collect tax documents and applicable supplements required to apply for financial aid. Do not mail your tax information directly to Macalester.

Your IDOC letter will specify which tax documents are required as part of your financial aid application. In general, they will include:

- **Your parents' 2009 federal income tax return.** A non-filer statement should be completed if your parent did not and will not file a 2009 federal income tax return.
- **Your own 2009 federal tax return.** A non-filer statement (information included with IDOC instructions) should be completed if you did not and will not file a 2009 income tax return.

All required documents should be submitted to the IDOC service as one complete packet and *must* have an IDOC cover sheet. Tax returns and cover sheet must also be signed. Duplicate IDOC cover sheets are available at idoc.collegeboard.com.

Financial Aid Application Step	Priority Filing Date
Indicate intent to apply for financial aid on admission application	April 15, 2010
Financial Aid PROFILE	April 15, 2010
Noncustodial PROFILE (if applicable)	April 22, 2010
FAFSA	April 15, 2010
IDOC Submission	April 15, 2010

Visit our web site at www.macalester.edu/financialaid/apply.html for more information, including the answers to frequently asked questions.