Cornell University
2015 Spring Transfer Financial Aid Application
Instructions and Checklist
For U.S. Citizens and Permanent Residents

Due by October 15, 2014 to IDOC

**Cornell uses the College Board's document imaging service, IDOC, for processing application documents. Detailed submission instructions are outlined on the IDOC cover sheet.**

- Complete the 2014-2015 College Scholarship Service (CSS) PROFILE online
  - Cornell’s CSS Code is 2098

- If parents are divorced, separated, or were never married:
  - Complete the Noncustodial Parent CSS PROFILE online
    - Following completion of the CSS PROFILE registration process, the College Board will provide the student with instructions and information to pass on to the noncustodial parent. If the student does not have contact with the noncustodial parent, please review the Noncustodial Parent Waiver Petition.

- Complete the 2014-2015 Free Application for Federal Student Aid (FAFSA) online
  - Cornell’s FAFSA code is 002711

- Prepare your IDOC Packet
  - Print your IDOC Cover Sheet and complete the required information
    You will submit all application materials below to IDOC
  - 2013 federal tax returns for custodial parent(s)
    If no taxes filed in 2013, submit the IDOC non-filing statement for parents
  - 2013 federal tax returns for student
    If no taxes filed in 2013, submit the IDOC non-filing statement for students
  - Financial Aid Application Certification
    Must be signed by parent and student as part of the aid application

  If parents are divorced, separated, or were never married:
  - 2013 federal tax return for noncustodial parent
    - If the noncustodial parent is re-married, the current spouse’s income information is also required
    - Noncustodial parent taxes may be submitted to Cornell’s Processing Center if not included with the IDOC packet

If you are a non-U.S. citizen but have permanent residency, or are an eligible non-citizen:

- Provide appropriate citizenship documentation
  - Black and white copy of both sides of your Resident Alien Card (I-155)
  - Arrival/Departure Record (I-94) with all endorsements and temporary I-155 stamp that has not expired
  - Should you decide to attend Cornell, you will need to present our office with original documentation of your citizenship status before your financial aid eligibility can be finalized

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IDOC Information

IDOC is a service that scans and files aid application materials.

- Once you have completed the CSS PROFILE, you will receive an email from IDOC regarding your Cover Sheet
- Print and complete your IDOC Cover Sheet
- Submit only ONE packet to IDOC
- Do NOT submit duplicate copies to Cornell
- Use the IDOC version of non-filing statements, available on the IDOC website