



Overview of the CSS Profile

1. Sign into your College Board account.
2. Complete the CSS profile application.
3. Submit the application.
4. Review your Dashboard to see if you need to complete any additional steps.
5. If you made a mistake, click “correct your CSS Profile” on your dashboard.

Key Websites and Resources

- cssprofile.collegeboard.org
- [The CollegeBoard’s 2022-23 CSS Profile Student Guide](#)
- [The list of Institutions and Programs requiring the CSS Profile for the 2022-23 academic year](#)

What is the CSS Profile?

- An online application used by some colleges (usually selective private colleges) to award institutional aid (meaning their own aid). For federal student aid you must complete the FAFSA which is available starting on October 1st at fafsa.ed.gov. You can access the CSS profile here: cssprofile.collegeboard.org
- The CSS Profile is administered by the College Board
- It provides colleges with a more complete picture of your family’s finances, which is not captured on FAFSA
- Both biological and/or adoptive parents must report their information
- For undocumented students, this is the primary form colleges use to determine and award institutional aid.

When do I need to complete the CSS Profile?

High School students complete the CSS profile in their senior year when they are applying to colleges that require the CSS profile. [Click here to see the list of institutions and programs requiring the CSS profile for the 2022-23 academic year.](#)

What will I need to complete the CSS Profile?

- A College Board Account (many students create a collegeboard account in highschool to register for the SATs)
- Income Tax returns for yourself (if you filed taxes) and your parents (if they filed taxes)
- W-2 and other records of money earned for yourself (if you filed taxes) and your parents
- Records of untaxed income and benefits for yourself (if applicable) and your parents
- Bank statements
- Mortgage information

How do I pay for the CSS Profile?

- The first college submission is \$25 (includes registration fee), then each additional college that you will complete the form for is \$16.

- Fee waivers are awarded automatically at the end of the online form based on whether you meet eligibility requirements for SAT fee waivers or fall within a certain income bracket. If you qualify for the waiver, it covers the registration fee and up to 8 colleges.
- Here is what you can do if you do not receive a fee waiver but will have trouble paying the fees:
 - Contact the college and ask if they have a CSS Profile application fee waiver.
 - Ask the college if they will accept a print out copy of the CSS Profile.

General Tips:

- It is appropriate to estimate income and other earnings, especially if you're projecting for the upcoming year. Some questions on the CSS profile ask for estimated earnings for a few years in the future.
- If a question is required but does not apply to you or your parent(s), enter a zero.
- If a question does not apply and is not required, leave it blank.
- Colleges have different filing dates. Some as early as January 1. It's important for students to verify application deadlines for each institution.

Reporting parents:

- Under the "parental relationships" section, students must list all of their parents including biological parents, current stepparents, parental partners and current legal guardians. Initially only 2 lines are displayed, but students must use the "add another parent" button to add others (up to 4).
- Students whose parents are together are simply reported and each relationship is noted (such as father and mother).
- If one or both parents are deceased, they are still listed in this section and the "deceased" box is checked.
- Regardless of the parents listed in "parental relationships" students will report the parents they actually live with in the next section.
- What is a noncustodial parent? A noncustodial parent is typically the parent the student did not live the most with during the past year and/or the parent the student does not have any contact with. The CSS Profile has a Waiver Request for the Noncustodial Parent, you can find more information here:
<https://cssprofile.collegeboard.org/pdf/css-profile-waiver-request-non-custodial-parent.pdf>

Assets:

- Property, land, and business ownership are assets and therefore factored into how much a family is able to pay for their student's education.
- If a family does not know the worth of their property, they can try finding the information on the internet with websites like www.zillow.com.

CSS Profile Follow Up:

IDOC – What is it?

- CSS Profile's verification method for confirming the information that was provided on the form. Students and parents are required to submit copies of their tax returns.