
Big Changes in Store for the 2012-2013 Financial Aid Process

The Office of Financial Aid is pleased to announce **BIG** changes to the financial aid application process. These new and exciting changes will automate manual procedures and expedite the delivery of your aid package.



1. [IDOC – The College Board’s Institutional Documentation Service](#)

IDOC

If you plan to apply for institutional need-based aid in 2012-13, you will complete the College Board’s Profile application then use the IDOC service to complete documentation requirements. In early February, the College Board will send an IDOC instruction email which includes your personalized IDOC ID#. All documents sent to the College Board must be accompanied by your personalized IDOC Cover Sheet.

To ensure your file meets our application deadline, we strongly recommend the submission of one complete IDOC packet prior to May 1st. 2011 signed federal tax forms, including W2’s, 1099’s and all related schedules, along with any corporate and partnership returns that you submitted to the IRS, should be mailed directly to:

The College Board IDOC
P.O. Box 4017
Mt. Vernon, IL 62864

Do not mail documents to the Office of Financial Aid unless specifically asked to do so. IDOC will submit your scanned, electronic data safely and securely to the Office of Financial Aid.

2. [IRS Data Retrieval](#)



IRS DATA RETRIEVAL

There is an easier, faster way to provide tax information for the [Free Application for Federal Student Aid](#) (FAFSA). When completing the FAFSA you will be prompted to enter your PIN and link to the IRS web site. The retrieval process will display your tax information and allow you to transfer it to your FAFSA. Our office encourages everyone to retrieve their tax data if you and your parent(s) have filed your 2011 tax return(s) prior to completing the FAFSA. Families who do not use the IRS Data Retrieval process may be required to submit an IRS tax transcript directly from the IRS to complete the federal verification process.

Your attention to these important application changes will ensure timely completion of your aid file. If you have questions about the enhancements discussed within this announcement please visit the “How to Apply” section of our website for additional information. Financial Aid staff members are also available to assist you throughout the aid cycle.

We look forward to a successful partnership with you in the year ahead.

Sincerely,

Office of Financial Aid
Emory University
www.emory.edu/financial_aid
