

Guide & Tips for Completing the Colorado Application for State Financial Aid



CASFA application link:

<https://cdhe.colorado.gov/students/preparing-for-college/colorado-application-for-state-financial-aid>

Abbreviated link:

<http://bit.ly/3n56IU6>

*With helpful tips for
2020/21 CASFA*

Content

1. What is the CASFA?
2. FAFSA vs. CASFA – who should complete what?
3. When should I complete the CASFA?
4. What kind of financial aid can I receive by completing the CASFA?
5. CASFA materials checklist
6. Helpful tips for completing the 2021/22 CASFA application
7. Step-by-step overview of application
8. Next steps after the application

DISCLAIMER:

This guide was created by the Metropolitan State University of Denver and is intended to help you complete the Colorado Application for State Financial Aid. **THE INFORMATION IN THIS GUIDE IS NOT LEGALLY BINDING AND WILL CHANGE OVER TIME OR BE OUT-OF-DATE.** For the most up-to-date information on CAFSA, please contact your school's Financial Aid Office, the offices listed on the first page of this guide, or the Colorado Department of Higher Education (<https://cdhe.colorado.gov/>).

Are you a current or future student at CU who needs help with CASFA or this guide? Please contact:

Office of Financial Aid

CU Denver:

Anschutz: Gail Sasao, gail.sasao@cuanschutz.edu

Undocumented Student Services

CU Denver: Giselle Bustamante, Giselle.bustamante@ucdenver.edu

Anschutz: Dominic Martinez, dominic.martinez@cuanschutz.edu

1. What is the CASFA?

CASFA is a web-based statewide financial application for Colorado’s college, community college, or trade school students who are not eligible to receive federal financial assistance. The CASFA helps your school and the state of Colorado in deciding how much financial aid a student is eligible for, and is an important step in applying for financial aid or work-study (which provides funding for students with work authorization to work on campus).

More information is also available through the Colorado Department of Higher Education, here:

<https://cdhe.colorado.gov/students/preparing-for-college/colorado-application-for-state-financial-aid>

2. CASFA or FAFSA – who should complete what?

You will complete either the CASFA or the FAFSA, but not both. **Students should complete the CASFA if they are not eligible to receive financial help towards higher education from the federal government.**

More information is available here: www.studentaid.gov/understand-aid/eligibility.

In most situations, international, DACA-status, or undocumented students will complete the CASFA, but not the FAFSA, to apply for financial aid or workstudy.

The following graphic, provided by the U.S. Department of Higher Education, shows which students should complete the FAFSA, not the CASFA.

Immigration-based FAFSA eligibility (U.S. Dept. of Higher Education)

The infographic is titled "Immigration-based FAFSA eligibility (U.S. Dept. of Higher Education)". It features five columns, each representing a different eligibility category. Each column has a circular icon at the top, a title, and a text box below. The categories are: 1. U.S. Citizen or National (with an American flag icon), 2. Green Card (with a green card icon), 3. Arrival-Departure Record (with a document icon), 4. Battered Immigrant Status (with a white ribbon icon), and 5. T-Visa (with a passport icon). The columns are separated by "OR" labels.

Be a U.S. CITIZEN or U.S. NATIONAL

You are a U.S. citizen if you were born in the United States or certain U.S. territories, if you were born abroad to parents who are U.S. citizens, or if you have obtained citizenship status through naturalization. If you were born in American Samoa or Swains Island, then you are a U.S. national.

Have a GREEN CARD

You are eligible if you have a Form I-551, I-151, or I-551C, also known as a green card, showing you are a U.S. permanent resident.

Have an ARRIVAL-DEPARTURE RECORD

Your Arrival-Departure Record (I-94) from U.S. Citizenship and Immigration Services must show one of the following:

- Refugee
- Asylum Granted
- Cuban-Haitian Entrant (Status Pending)
- Conditional Entrant (valid only if issued before April 1, 1980)
- Parolee

Have BATTERED IMMIGRANT STATUS

You are designated as a “battered immigrant-qualified alien” if you are a victim of abuse by your citizen or permanent resident spouse, or you are the child of a person designated as such under the Violence Against Women Act.

Have a T-VISA

You are eligible if you have a T-visa or a parent with a T-1 visa.

(Image source: <https://studentaid.gov/sites/default/files/eligibility.png>)

The previous image shows that students should complete the FAFSA if their immigration status classifies them as:

1. U.S. Citizens
2. Green Card holders (=permanent residents)
3. Approved Refugee/Asylee status, pre-April 1st 1980 Conditional Entrant, or Cuban-Haitian Entrant
4. Battered immigrant-qualified alien as a victim of abuse by citizen/permanent residents spouse, or child of such a designated person
5. T-visa recipient, or child of a parent with a T-visa

If you are not sure about your situation or eligibility for FAFSA/CASFA, reach out to some of the offices listed on page 2.

3. When should I complete the CASFA?

The CASFA will be available each year during the fall semester (usually October 1 or later), a year prior to receiving aid/starting the school year. So you need to apply early! In other words, to apply for financial assistance for the 2021/22 school year (fall '21, spring '22, and summer '22), the application will be available starting October 1, 2020.

The form can be completed year-round, but early completion is highly recommended to be considered for the maximum amount financial assistance. (March 1st is the priority deadline at MSU Denver.)

4. What kind of financial aid can I receive by completing the CASFA?

CASFA is an application for state financial aid (such as the Colorado Student Grant) and state-funded work study (which allows students with work-authorization to work on campus and earn financial assistance that way). Students who are eligible to receive in-state tuition at a Colorado college or trade school under the ASSET state law will most likely be eligible for state financial aid. More information on ASSET or in-state tuition is available here: <https://www.ciccoloradoasset.org/>.

Current or future college student who are ineligible for financial assistance through FAFSA (see section 2) should still complete the CASFA because many schools, including MSU Denver, offer institutional or donor-funded scholarships, and out-of-state students might be eligible for those even if they do not qualify for in-state tuition or state financial aid. Some information about MSU Denver's institutional scholarships can be found: <https://www.msudenver.edu/financialaid/scholarships/>

5. CASFA materials checklist

Before completing the CASFA, it is helpful to review & complete these steps:

5.1. Find your federal income tax returns from two years ago

For example, if you are using the CASFA to apply for financial aid for the 2021/22 school year, then you will need 2019 tax returns to complete the CASFA.

If you are a dependent student (which is, among other factors, based on age or marital status), then your parents' tax return will be needed as well. Independent students will only use a federal tax return for themselves and their spouse, if married. The CASFA application automatically determines whether you are a dependent or independent student based on your responses.

You will not upload your tax returns to the CASFA portal, but your school's Financial Aid Office may ask for copies.

5.2 What if I or my parents did not file taxes?

You can complete the CASFA even if you or your parents did not file taxes. If you or your parents did not file taxes, then your school may ask for a "Letter of Non-Filing" from the www.irs.gov website or other documentation.

5.3 Selective Service registration

Males between 18 and 25 years of age must register for Selective Service (also known as "the draft") to receive financial aid. CASFA will ask whether you have registered with the Selective Service, and your school might verify your registration as well. (Although registration is required, there has not been a draft in many decades.) All registration information provided to Selective Service is confidential, private, and protected and regulated by law, and the registration process is quick and simple. The Registrar's Office at MSU Denver is a good resource for questions about Selective Service and will receive your verification of registration: <https://www.msudenver.edu/registrar/>

You can register, check an existing registration, or request proof of registration here: <https://www.sss.gov/register/> If you do not have a Social Security Number – which is common for international, visa, or undocumented students – then a paper form is available at any United States Postal office. This form can be, and often is, mailed to Selective Service without a Social Security Number. A printable version of the form is also available here: <https://www.sss.gov/wp-content/uploads/2020/03/RegForm1.pdf>.

6. Helpful tips for completing the 2021/22 CASFA application

The tips below address some areas of confusion, especially for the 2021/22 CASFA application that became available on October 1, 2020. **For the most up-to-date information on CASFA, please contact your school's Financial Aid Office or the Colorado Department of Higher Education (www.cdhe.colorado.gov/).**

Some helpful tips for completing the 2020/21 CASFA

- *The application uses “skip logic”, meaning that some sections and questions will appear or disappear based on previous responses*
- *The fields asking student for Social Security or ITIN Number can be left blank; for parents, CASFA asks to enter all zeros instead of leaving it blank; do not use somebody else's Social Security Number*
- *Some Spanish-language items do not exactly match the English text; this will be fixed in the future*
- *In the application, the term “legal residency” refers to living in Colorado permanently, not immigration status*
- *If you made a mistake and CASFA needs to be updated or corrected, it is best to create a new account and complete a new application – the Office of Financial Aid at MSU Denver will review the most recent version*
- *If your or your household's income information has changed since taxes were filed, then you should work directly with the Office of Financial Aid to update your household's income*
- *You check with your Financial Aid Office to see whether your school has received the CASFA*
- *CASFA and the College Opportunity Fund are separate application – make sure to apply for COF as well (<https://cof.college-assist.org/>)*
- *The CASFA can take some time to complete – please set aside at least 45 minutes!*
- *Read each section carefully and answer as accurately as you can; important tips are listed alongside each questions*
- *As you complete the CASFA, make sure you are in a private environment to safeguard the information that you enter for each question*

CASFA & Confidentiality

Due to immigration status, it can feel intimidating to provide information about you or your family. Strict federal law, such as FERPA, regulates and protects all data that you provide here. Furthermore, CASFA is used by students and parents with a variety of immigration or visa statuses, or by parents who live outside the U.S. Not providing a SSN or ITIN therefore does not indicate a specific immigration status. Be sure to read every section closely and answer as accurately as possible.

Additional tips can be found in section 7 (below) as we review each section of the CASFA application.

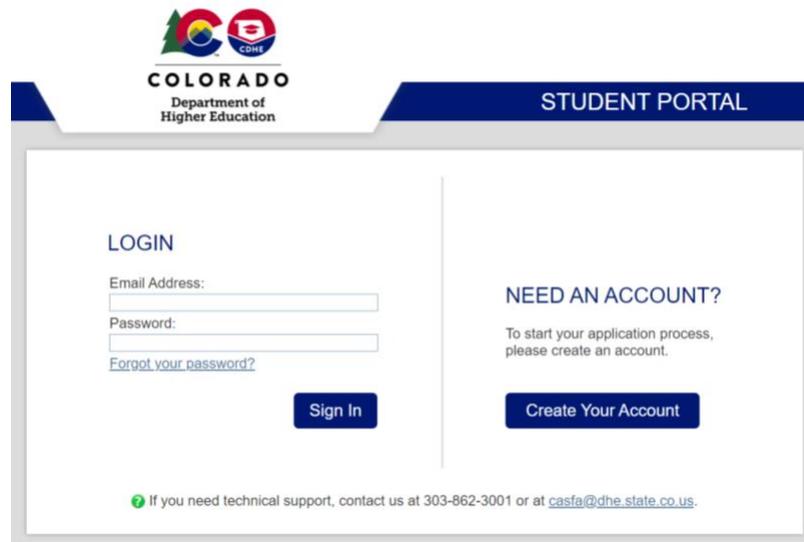
7. Step-by-step overview of application

This part of the guide reviews each section of the 2020/21 online CASFA application, providing screenshots and helpful tips. If additional questions come up, please refer to offices listed on the first page of this guide for further advice or help.

7.1 Screen: “Creating an Account”

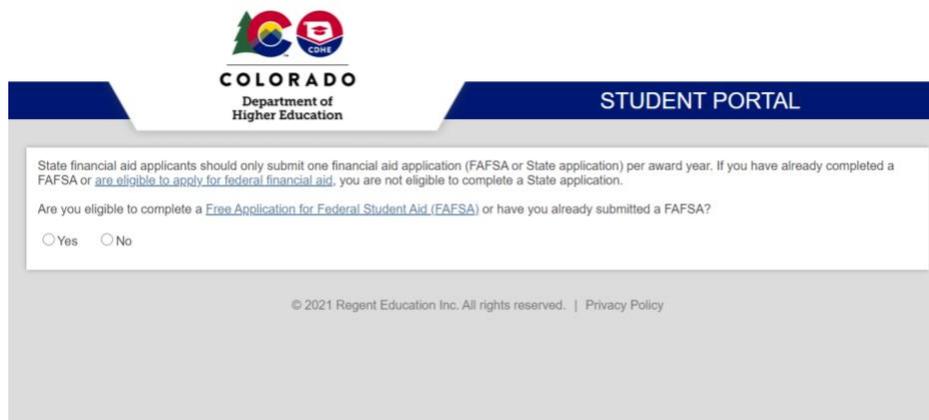
Before you can begin completing the CASFA you will need to create an account. Follow the below steps to create your CASFA account information. Once you have created a profile you will use the same information each year. Save your password and log-in information somewhere that you can refer to later.

As a first time user, click the “Create Your Account” button to begin.



The screenshot shows the 'STUDENT PORTAL' interface for the Colorado Department of Higher Education. At the top left is the Colorado logo and 'COLORADO Department of Higher Education'. At the top right is 'STUDENT PORTAL'. The main content area is split into two columns. The left column is titled 'LOGIN' and contains fields for 'Email Address:' and 'Password:', a 'Forgot your password?' link, and a 'Sign In' button. The right column is titled 'NEED AN ACCOUNT?' and contains the text 'To start your application process, please create an account.' and a 'Create Your Account' button. At the bottom, there is a green checkmark icon and the text: 'If you need technical support, contact us at 303-862-3001 or at casfa@dhe.state.co.us.'

This question is there to verify that you are ineligible for the Free Application for Federal Student Aid (FAFSA). The reason for this is only students who are ineligible to use the FAFSA are asked to complete the CASFA. You will select “no”.



The screenshot shows the 'STUDENT PORTAL' interface for the Colorado Department of Higher Education. At the top left is the Colorado logo and 'COLORADO Department of Higher Education'. At the top right is 'STUDENT PORTAL'. The main content area contains a paragraph of text: 'State financial aid applicants should only submit one financial aid application (FAFSA or State application) per award year. If you have already completed a FAFSA or [are eligible to apply for federal financial aid](#), you are not eligible to complete a State application.' Below this is a question: 'Are you eligible to complete a [Free Application for Federal Student Aid \(FAFSA\)](#) or have you already submitted a FAFSA?' with two radio button options: 'Yes' and 'No'. At the bottom, there is a copyright notice: '© 2021 Regent Education Inc. All rights reserved. | [Privacy Policy](#)'.

Updated Jan. 2021

The below information is just a checklist with what you will need to complete the CASFA.

State financial aid applicants should only submit one financial aid application (FAFSA or State application) per award year. If you have already completed a FAFSA or are [eligible to apply for federal financial aid](#), you are not eligible to complete a State application.

Are you eligible to complete a [Free Application for Federal Student Aid \(FAFSA\)](#) or have you already submitted a FAFSA?

Yes No

NOTICE TO STUDENTS

The Colorado Department of Higher Education (CDHE) administers the Colorado Application for State Financial Aid or CASFA. The Department is committed to providing support to ensure that every Colorado student is able to pursue an education beyond high school. A third-party application servicer, Regent Education Inc., hosts the CASFA application for the state of Colorado. The purpose of the application is to provide eligibility information to colleges and universities in Colorado that offer need-based student aid. CDHE ONLY shares application information with campuses listed by the student so those schools may determine eligibility for financial aid. Regent Education Inc. and college campuses are not permitted to use the information for other purposes or to share the data with other parties. CDHE is committed to protecting the confidentiality and privacy of students and families.

CHECKLIST

- Submit your federal income tax return transcripts.
 - Dependent students must submit federal income tax return transcripts for yourself (if you had to file taxes) and your parents.
 - Independent students must submit federal income tax return transcripts for yourself and spouse if married.
 - Prior prior year tax return transcripts are needed: (Example: For 2020-2021 school year submit 2018 tax return transcripts - For 2021-2022 school year submit 2019 tax return transcripts).
 - All students, if you did not file taxes please submit letter of nonfiling from the [IRS.gov](#) website or submit a signed statement explaining why you or your parents did not file.
- Male students between the ages of 18 - 25 must register for Selective Service and provide a copy of the registration acknowledgment card.
- Monitor your student account and email. Please respond quickly to new items to ensure timely processing of your application.

You will type in your email address and create a password. It is best to use your personal email account rather than your school account.

CREATE YOUR ACCOUNT

Please complete the following registration form

★ - Required Field ⓘ - Help and Hints ❗ - Error Information

Email Address ★
EXAMPLE50@gmail.com ✓ This email address is available as a username.
ⓘ Please ensure that this is a valid, permanent email address that you check regularly.

Confirm Email Address ★
EXAMPLE50@gmail.com

Password ★
.....
ⓘ Passwords should contain 8-16 characters, include at least one upper case and one lower case letter, and one number or any of the following symbols ! @ \$ % * () ? . Do not include common words or names, and combine uppercase letters, lowercase letters, numbers, and symbols.

Confirm Password ★
.....

Secret Question ★
My pet's name ▼
ⓘ If you forget your password you can use your secret answer to verify your identity.

Secret Answer ★
[Pet]

Type your full legal name, date of birth, and SSN or ITIN. If you do not have an SSN or ITIN do not worry. You can leave this section blank.

First Name ★
JOHN
ⓘ If you have a Social Security, DACA or ITIN Card, your first/last name should match that document. If you don't have a Social Security, DACA or ITIN Card, your first/last name should match the name you provided to your college(s).

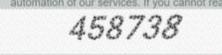
Last Name ★
SMITH
ⓘ If you have a Social Security, DACA or ITIN Card, your first/last name should match that document. If you don't have a Social Security, DACA or ITIN Card, your first/last name should match the name you provided to your college(s).

Date of Birth ★
January ▼ 7 ▼ 2001 ▼
ⓘ Please enter a valid date of birth.

Social Security, DACA or ITIN Number (optional)
.....
ⓘ Provide the exact number listed on your Social Security, DACA or ITIN Card excluding the dashes. Please use the format 123456789. If you do not have a Social Security, DACA or ITIN Number, leave blank.

Confirm Social Security, DACA or ITIN Number
.....

Security Code ★
458738
ⓘ Please enter the security code that appears in the image below. This helps us prevent unauthorized automation of our services. If you cannot read the numbers, reload the page to generate a new image.



REGISTER CANCEL

Now that you have finished these steps, you can begin your application. Click the small blue button on the right hand side under “Actions” to start.

STEP 1: Start Application

Start the application process.

STEP 2: Sign Application

If you are considered a dependent student and choose the electronic signature option, you will also need invite your parent to electronically sign.

Select an action in the table below to the right of the application in the "Actions" column to complete your application for each available award year. You must sign the application to complete the process. Dependent students selecting electronic-signature option will be instructed to invite a parent to electronically sign their application before the application can be submitted. You may make changes at any time, before the application is completed, by selecting the "Start" and "Complete" actions in the "Actions" column.

- Start or complete an application.
- View an application.
- Invite a parent to sign an application.
- Download an application.

Document Name	Status	Actions
2021-2022 Colorado Application for Student Financial Aid	Not Started	

7.2 Screen: “Student Demographics”

In the “student demographic selection”, you will provide your personal information. (In the question about “gender”, the only choices are “male” or “female” as assigned at birth, and selecting “male” will lead to additional questions about Selective Service. MSU Denver recognizes that this is not an inclusive design, and future versions of the CASFA will likely provide more options.)

For the student demographic screen, provide first, middle, and last name exactly as it appears on your DACA, Social Security, or ITIN card. Also, you are asked to provide gender and marital status. If you are married and later separated, you are still considered married unless that state legally separates you.

First Name
Nombre

 This field is required

Middle Initial
Inicial del segundo nombre

Last Name
Apellido

 This field is required

Are you male or female?
¿Es hombre o mujer?

Select  This field is required

 Indicate whether you are male or female.

Student's Marital Status
Estado civil del estudiante

Select  This field is required

 Provide your marital status as of today.

Updated Jan. 2021

Student's Marital Status
Estado civil del estudiante

Select **This field is required**

Provide your marital status as of today.

A married couple is separated if the couple is considered legally separated by a state, or if the couple is legally married but has chosen to live separate lives, including living in separate households, as though they were not married. If you and your spouse are separated but living together, select "Married or Remarried," not "Divorced or Widowed" or "Separated."

Note: When two married persons live as a married couple but are separated by physical distance (or have separate households), they are considered married.

Indique su estado civil hasta la fecha.

Una pareja casada está separada si un estado la considera legalmente separada o si la pareja está legalmente casada, pero optaron por vivir separados, incluso en distintos hogares, como si no estuvieran casados. Si usted y su cónyuge están separados, pero viven juntos, seleccione "Casado o vuelto a casar", no "Divorciado o viudo" o "Separado".

Nota: cuando dos personas casadas viven como una pareja casada, pero están separadas por una distancia física (o viven en distintos hogares), se consideran casadas.

Provide date of birth.

Date of Birth
Fecha de nacimiento

Month: Day: Year:

This field is required Please enter a valid date of birth.
Ingrese una fecha de nacimiento válida.

Provide the month, day and year you were born.
Indique el día, el mes y el año de su nacimiento.

7.3 State Information

In this section, you will provide information about your high school.

APPLICATION PROGRESS

- Student Demographics
- State Information**
- Educational Plans
- Dependency Determination
- Parent Information
- Student Income & Tax Data
- School List

STATE INFORMATION

Back Save and Exit Exit Save and Continue

High School Information
Información de la escuela secundaria

Provide details about your high school experience.
Aporte información detallada sobre su experiencia en la escuela secundaria.

High School Diploma or Equivalent
Diploma de escuela secundaria o equivalente

High School Diploma from a high school

Indicate if you will have earned your high school diploma at a high school or college, GED or diploma equivalent prior to starting college in the 2021-2022 school year.
Indique si obtendrá su diploma de escuela secundaria en una escuela secundaria o facultad, Examen de Desarrollo de Educación General (GED) o diploma equivalente antes de comenzar la facultad en el año escolar 2021-2022.

Name of High School
Nombre de la escuela secundaria

This field is required

Provide the name of the high school (or college) where you received or will receive your high school diploma.
Indique el nombre de la escuela secundaria (o facultad) en la que recibió o recibirá su diploma de escuela secundaria.

High School City
Ciudad de la escuela secundaria

This field is required

Provide the name of the city where your school is located.
Brinde el nombre de la ciudad en la que se encuentra su escuela.

High School State
Estado de la escuela secundaria

Select **This field is required**

Provide the name of the State where your school is located.
Brinde el nombre del estado en el que se encuentra su escuela.

CASFA also provides you with information about in-state tuition eligibility, and if you meet the listed criteria, you should certify that you meet the conditions. (For example, international students will commonly choose "I will not meet...") Either options will let you complete & submit the CASFA.

Updated Jan. 2021

Please choose one of the following:
Seleccione una de las siguientes opciones:

I certify that, by the time I begin college, I will have met all Senate Bill 13-033 conditions above. Certifico que, para cuando empiece la universidad, habré cumplido todas las condiciones del proyecto de ley 13-033 del Senado arriba mencionadas.

I will not meet Senate Bill 13-033 conditions by the time I begin college. I want to learn other ways to qualify for in-state tuition and state financial aid. No cumpliré con las condiciones del proyecto de ley 13-033 del Senado cuando comience la universidad. Quiero obtener más información sobre otras formas de acceder a la matrícula estatal y a la ayuda financiera estatal.

If you select “I certify that...”, you are then also asked to certify that you have applied or – when possible – will apply for lawful presence. It is important to check that box in order to be eligible for state financial aid.

Certification Regarding Permanent Residency Application and Related Responsibilities

In addition to residency requirements, Senate Bill 13-033 requires you to certify lawful residency.

Además de los requisitos de residencia, el proyecto de ley 13-033 del Senado requiere que certifique su residencia legal.

I certify that I have applied for lawful presence in the United States OR I will apply for lawful presence in the United States as soon as I am able to do so. Certifico que he solicitado mi presencia legal en los Estados Unidos O solicitaré mi presencia legal en los Estados Unidos tan pronto como me sea posible.

7.4 Educational Plans

In this section, as seen in image 1, you provide information about your year in college (the year for which you are applying for financial aid, so fall 2021/spring 2022) and the degree you are seeking.

As seen in image 2, CASFA will ask a question about what grade you expect to be in college. This is an estimate - so if you're between grades, that's okay. (For example, 0-30 credits = Freshmen, 31-60 credits = Sophomore, 61-90 credits = Junior, 91+ credits = Senior)

As seen in Image 3, you will next provide information about what degree or certificate you are working on. Associates degrees are most often available at community colleges.

As seen in image 4, you'll next indicate if you'll receive your first bachelor's degree before the start of the next school year. *Seniors - read this carefully as you may be applying for aid for graduate school (Master's, Doctoral degrees) for the 2021/22 school year and will have your first degree for the next school year.

7.5 Dependency Determination

In this screen, the portal will determine whether you are a dependent or independent student – this is based on specific criteria determined by CASFA, not you.

Per federal regulation, who claims you on their taxes is irrelevant information for financial aid purposes. Students commonly will move out and support themselves however this alone is not means for a dependency override. You are and will remain considered as dependent of your parents for financial aid purposes until the age of 24.

No documents are needed here. (As you provide responses that indicate that you are dependent, other questions will show up to ask about other independent status scenarios.)

COLORADO
Department of
Higher Education

STUDENT PORTAL

2021-2022 Colorado Application for State Financial Aid

APPLICATION PROGRESS

- Student Demographics
- State Information
- Educational Plans
- Dependency Determination**
- Household Information
- Parent Information
- Student Income & Tax Data
- School List

- Not Started
- In Progress
- Completed

DEPENDENCY DETERMINATION 1 2

Back **Save and Exit** **Exit** **Save and Continue**

Dependency Details
Detalles de la dependencia

Do you have children who will receive more than half of their support from you between July 1, 2021 and June 30, 2022?
¿Tiene hijos que recibirán más de la mitad de la ayuda de su parte entre el 1.º de julio de 2021 y el 30 de junio de 2022?

Yes No

Back **Save and Exit** **Exit** **Save and Continue**

If you are determined to be dependent, then you will be asked to provide parent information. If you choose “I will not be able to provide parent information”, the MSU’s Financial Aid Office will ask for additional information.

APPLICATION PROGRESS

- Student Demographics
- State Information
- Educational Plans
- Dependency Determination**
- Parent Information
- Student Income & Tax Data
- School List

- Not Started
- In Progress
- Completed

DEPENDENCY DETERMINATION 1 2

Back **Save and Exit** **Exit** **Save and Continue**

Special Circumstances
Circunstancias especiales

My application requires parent information before submission - continue with the application process.
 I will be unable to provide parent information on this application due to special circumstances.

2 Selecting this option will require further review and manual processing. The financial aid office will review your special circumstances request which may require you to resubmit your application with your parental information. La selección de esta opción requerirá revisión posterior y procesamiento manual. La oficina de ayuda económica revisará su solicitud de circunstancias especiales, y es posible que le solicite volver a presentar su solicitud con la información de sus padres.

- The following are examples of some special circumstances where you may submit your application without providing parental information:
 - Your parents are incarcerated; or
 - You have left home due to an abusive family environment; or
 - You do not know where your parents are and are unable to contact them (and you have not been adopted).
- Not all situations are considered a special circumstance. The following are situations that would not be considered a special circumstance:
 - You do not live with your parents;
 - Your parents don't provide you with financial support;
 - Your parents refuse to contribute to your college expenses;
 - Your parents don't claim you as a dependent on their income tax return;
 - Your parents do not want to provide their information on your application.

Los siguientes son ejemplos de algunas circunstancias especiales en las que puede presentar su solicitud sin proporcionar información de sus padres: sus padres están en prisión; abandonó su casa debido a los maltratos ejercidos en el entorno familiar; o no sabe dónde viven sus padres ni puede comunicarse con ellos, y no lo adoptaron. No todas las situaciones se consideran circunstancias especiales. Las siguientes son situaciones que no se consideran circunstancias especiales: no vive con sus padres; sus padres no le brindan ayuda económica; sus padres no quieren hacerse cargo de los gastos de la facultad; sus padres no lo reclaman como dependiente en su declaración de ingresos; sus padres no quieren brindar su información para completar su solicitud.

Back **Save and Exit** **Exit** **Save and Continue**

This screen provides information about household size; it only shows up if you are an independent student. (As a dependent student, that information is collected on the “Parent Information” screen’.) Follow closely the description provided for who is and is not part of your household! Make sure to include yourself in both numbers. No documents are needed here.

The screenshot shows the '2021-2022 Colorado Application for State Financial Aid' Student Portal. The header includes the Colorado Department of Higher Education logo and the text 'STUDENT PORTAL'. The main heading is '2021-2022 Colorado Application for State Financial Aid'. Below this is a navigation bar with 'APPLICATION PROGRESS' on the left and 'HOUSEHOLD INFORMATION' in the center. The 'APPLICATION PROGRESS' sidebar lists: Student Demographics (checked), State Information (checked), Educational Plans (checked), Household Information (highlighted), Student Income & Tax Data (not started), and School List (not started). A legend indicates: Not Started (dashed box), In Progress (solid box), and Completed (checked box). The 'HOUSEHOLD INFORMATION' section has buttons for 'Back', 'Save and Exit', 'Exit', and 'Save and Continue'. The main content area is titled 'Student's Family Information' and 'Información de la familia del estudiante'. It contains two sections: 'Student's Household Number of Family Members' and 'Cantidad de familiares que componen el hogar del estudiante', with a dropdown menu set to '1'. Below this is a detailed instruction in English and Spanish. The second section is 'Student's Household Number in College' and 'Cantidad de personas del hogar del estudiante que asisten a la facultad', also with a dropdown menu set to '1' and detailed instructions in English and Spanish.

7.6 Household Information

In this section, you will provide information about your household.

CASFA & Confidentiality

Due to immigration status, it can feel intimidating to provide information about you or your family. Strict federal law, such as FERPA, regulates and protects all data that you provide here. Furthermore, CASFA is used by students and parents with a variety of immigration or visa statuses, or by parents who live outside the U.S. Not providing a SSN or ITIN therefore does not indicate a specific immigration status. Be sure to read every section closely and answer as accurately as possible.

Updated Jan. 2021

The first question asks you to list the number of individuals who live in your household, you, your partner/spouse, and any children, as well as anyone else who lives with you AND you will provide more than half for their support between July 1, 2021 and June 30, 2022.

The screenshot shows the '2021-2022 Colorado Application for State Financial Aid' interface. On the left is an 'APPLICATION PROGRESS' sidebar with a vertical list of steps: Student Demographics (checked), State Information (checked), Educational Plans (checked), Household Information (highlighted in orange), Student Income & Tax Data (dashed), and School List (dashed). Below the sidebar are status indicators: Not Started (dashed), In Progress (circle with arrow), and Completed (checked). The main content area is titled 'HOUSEHOLD INFORMATION' and contains buttons for 'Back', 'Save and Exit', 'Exit', and 'Save and Continue'. The section is titled 'Student's Family Information' and 'Información de la familia del estudiante'. It contains two questions, each with a dropdown menu set to '1'. The first question is 'Student's Household Number of Family Members' and the second is 'Student's Household Number in College'. Both questions include detailed instructions in English and Spanish regarding the criteria for counting household members and college students.

The second question asks you to list the subset of your household members who will be attending college at least half-time between July 1, 2021 and June 30, 2022. You must include yourself.

7.7 Parent Information

Now we move on to information about your parents, but only if you are classified as a dependent student in the "Dependency Determination" screen (section 7.5) - for independent students, this screen will not appear.

The screenshot shows a specific question titled 'Parents' Household Number in College' and 'Cantidad de personas que asisten a la facultad que componen el hogar de los padres'. It features a dropdown menu with 'Select' and a red error icon with the text 'This field is required'. Below the dropdown is a detailed instruction in English and Spanish, explaining that the user should count the number of people in their legal parents' household who will be college students between July 1, 2021 and June 30, 2022, at least half-time. The instructions specify to include oneself and others attending college, university, or technical school, but to exclude parents and siblings unless they are also attending college and receiving more than half their support from the user.

Under “Parents Marital Status Date”, you choose the date they were married, divorced, widowed, etc. (You or your parents may not remember the precise date – please use your best judgement!)

APPLICATION PROGRESS

- Student Demographics
- State Information
- Educational Plans
- Dependency Determination
- Parent Information**
- Student Income & Tax Data
- School List

PARENT INFORMATION 1 2 3

Back Save and Exit Exit Save and Continue

Parent refers to a biological or adoptive parent. Grandparents, foster parents, legal guardians, older siblings, and uncles or aunts are not considered parents unless they have legally adopted you. In case of divorce or separation, give information about the parent you lived with most in the last 12 months. If you did not live with one parent more than the other, give information about the parent who provided you the most financial support during the last 12 months or during the most recent year you received support. If your divorced or widowed parent has remarried, also provide information about your stepparent.

Parents' Family Information
Información de la familia de los padres

Please provide the following information about your parents.
Brinde la siguiente información sobre sus padres.

Parents' Marital Status
Hasta hoy, ¿cuál es el estado civil de sus padres legales?
Select **This field is required**

As of today, what is the marital status of your legal parents?
Hasta hoy, ¿cuál es el estado civil de sus padres legales?

Parents' Marital Status Date
Fecha del estado civil de los padres
Month: Select Year: Select
This field is required **Please provide a valid marital status date.**
Indique una fecha de estado civil válida.
Please select the month and year your parents were married or remarried, separated, or divorced or widowed.
Seleccione el mes y el año en que sus padres se casaron o se volvieron a casar, se separaron, divorciaron o enviudaron.

Parents' Household Number of Family Members
Cantidad de familiares que componen el hogar de los padres
Select **This field is required**

Indicate the number of people in your parents' household. You should include:

- Yourself, even if you don't live with your parents.
- Your parents.
- Your parents' other children (even if they do not live with your parents) if (a) your parents will provide more than half of their support between July 1, 2021 and June 30, 2022, or (b) the children were considered dependent students by the Department of Education standards (they must be able to answer "No" to every question in Dependency Determination section of this process), and
- Other people if they now live with your parents and your parents provide more than half of their support and your parents will continue to provide more than half of their support between July 1, 2021 and June 30, 2022.

Note: Do not include siblings who are in U.S. military service academies.

Next, provide the number of college students in your parents’ household; that number should at least include you, as well as anybody else in your household who might be attending college during the year for which you’d like to receive financial aid.

Parents' Household Number in College
Cantidad de personas que asisten a la facultad que componen el hogar de los padres
Select **This field is required**

Indicate the number of people in your legal parents' household who will be college students between July 1, 2021 and June 30, 2022. Always count yourself as a college student. Do not include your parents. You may include others only if they will attend a college, university, institution, or technical school, at least half-time in 2021-2022, for a program that leads to a college degree or certificate.
Indique la cantidad de personas que componen el hogar de sus padres legales y que serán estudiantes de facultad entre el 1.º de julio de 2021 y el 30 de junio de 2022. Cuéntese siempre a usted mismo como estudiante de facultad. No incluya a sus padres. Puede incluir a otras personas únicamente si asistirán a una facultad, universidad, institución o escuela técnica, como mínimo, la mitad del tiempo en el año académico 2021-2022, para formar parte de un programa que conduzca a un título o certificado de facultad.

7.8 Student Income Information & Tax Data

The following image is the first page of the CASFA Student Income & Tax Data. Be sure to read every section closely and answer as accurately as possible and refer to the offices listed on page two for help, if needed.

2021-2022 Colorado Application for State Financial Aid

APPLICATION PROGRESS

- Student Demographics
- State Information
- Educational Plans
- Dependency Determination
- Household Information
- Student Income & Tax Data
- School List

- Not Started
 - In Progress
 - Completed

STUDENT INCOME & TAX DATA 1 2 3 4

BackSave and ExitExitSave and Continue

Student's 2019 Tax Return Information
Información de la declaración de ingresos del estudiante para 2019

Enter the combined amounts for you and your spouse, if applicable.
Si corresponde, ingrese los montos combinados de usted y su cónyuge.

Student's Income Tax Return Status
Estado de la declaración de ingresos del estudiante

Select

Indicate the status of completing and filing your IRS income tax return, foreign tax return or trust territory tax return.
Indique el estado de la realización y presentación de su declaración de ingresos ante el IRS, la declaración de ingresos del extranjero o la declaración de ingresos del territorio de fideicomiso. Sus padres están en prisión; o

Student's Income Tax Filing Status
Estado de la presentación de la declaración de impuestos sobre la renta del estudiante

Select

Indicate your income tax filing status for 2019.
Indique su estado de la presentación de la declaración de ingresos para 2019.

Student's Type of Income Tax Return
Tipo de declaración de ingresos del estudiante

Select

Indicate the type of income tax return you filed or will file with the IRS.
Indique el tipo de declaración de ingresos que presentó o presentará ante el IRS.

Student's AGI from Income Tax Return
AGI del estudiante de la declaración de ingresos

Indicate the adjusted gross income shown on your Income tax return for you (and your spouse, if applicable). Adjusted gross income is shown on IRS Form 1040-line 8b.
Indique las ganancias brutas ajustadas que figuran en su declaración de ingresos (y las de su cónyuge, si corresponde). Las ganancias brutas ajustadas se muestran en la línea 8b del formulario 1040 del IRS.

Student's Taxes Paid from Income Tax Return
Impuestos de los estudiantes pagados de la declaración de ingresos

Enter your (and spouse's) income tax for 2019. Income tax amount is the total of IRS Form 1040-line 14 minus Schedule 2-line 2. If negative, enter a zero here.
Ingrese el monto de los impuestos que usted (y su cónyuge) debe pagar para 2019. El monto del impuesto a las ganancias es el total de la línea 14 del formulario 1040 del IRS, menos la línea 2 de la declaración complementaria 2.

BackSave and ExitExitSave and Continue

The first question asks about the Student's Income Tax Return Status, you have 3 answers to choose from. Already Completed and Filed, Will File, or Will Not File.

Tip: If needed, navigate through this section using the page buttons in the top right corner of the screen (see below).



Answering "Already Completed and Filed" or "Will File" will prompt answers to the remaining questions. Answering "Will Not File" will remove the rest of the questions and move you to the next section.

Updated Jan. 2021

Student's Income Tax Return Status
Estado de la declaración de ingresos del estudiante

Already Completed and Filed ▾
Select
Already Completed and Filed
Will File
Will Not File

Student's Income Tax Return Status

g and filing your IRS income tax return, foreign tax return or trust territory tax return.
ción y presentación de su declaración de ingresos ante el IRS, la declaración de ingresos del
ingresos del territorio de fideicomiso. Sus padres están en prisión; o

Now you will answer the Student's Income Tax Filing Status, you have six options to choose from. "Single", "Head of Household", "Married- Filed Joint Return", "Married- Filed Separate Return", "Qualifying Widow(er)", and "Don't know".

Student's Income Tax Filing Status
Estado de la presentación de la declaración de impuestos sobre la renta del estudiante

Single ▾
Select
Single
Head of Household
Married - Filed Joint Return
Married - Filed Separate Return
Qualifying Widow(er)
Don't Know

Return
os del estudiante

us for 2019.
ción de la declaración de ingresos para 2019.

Return
os del estudiante

urn you filed or will file with the IRS.
ndique el tipo de declaración de ingresos que presentó o presentará ante el IRS.

Now you will answer the Student's Type of Income Tax Return, you have three options to choose from. "IRS 1040", "Foreign tax return, IRS 1040-NR or IRS 1040NR-EZ", or "A Tax return with Puerto Rico, another US Territory, or Freely Associated State". (For most individuals, the "standard" tax return is the IRS 1040 – the top left corner of your federal tax return lists the type.)

Student's Type of Income Tax Return
Tipo de declaración de ingresos del estudiante

IRS 1040 ▾
Select
IRS 1040
A foreign tax return, IRS 1040NR or IRS 1040NR-EZ
A tax return with Puerto Rico, another U.S. Territory, or Freely Associated State

Elegibilidad del estudiante para presentar la declaración complementaria 1

Now you will select whether you did or did not file a Schedule 1 form.

Student's Eligibility to file Schedule 1
Elegibilidad del estudiante para presentar la declaración complementaria 1

No ▾
Select
No
Yes
Don't know

040 Income Tax Return, indicate if you were eligible to file a Schedule 1. Answer
d it to report one or more of the following six additions or adjustments to income:
, Unemployment compensation (line 19), Other income to report an Alaska
be less than 0), Educator expenses (line 23), IRA deduction (line 32), or Student loan
interest deduction (line 33).

Si ha completado y presentado o presentará un formulario 1040 de declaración de ingresos a las ganancias, indique si fue
elegible para presentar una declaración complementaria 1. Responda "No" si no presentó una declaración complementaria 1 o si
solo la presentó para declarar una o más de las siguientes seis ampliaciones o ajustes a los ingresos: ganancia patrimonial
(línea 13, no puede ser inferior a 0), indemnización por desempleo (línea 19), otro ingreso para declarar dividendos del Alaska
Permanent Fund (línea 21, no puede ser inferior a 0), gastos de educador (línea 23), deducción de la cuenta de jubilación
individual (IRA) (línea 32) o deducción de intereses de un préstamo estudiantil (línea 33).

This is what the Schedule 1 form looks like. If you cannot find it in your tax documents, you likely did not complete it.

SCHEDULE 1
(Form 1040)

Department of the Treasury
Internal Revenue Service

Additional Income and Adjustments to Income

▶ Attach to Form 1040.

▶ Go to www.irs.gov/Form1040 for instructions and the latest information.

OMB No. 1545-0074

2018
Attachment
Sequence No. **01**

Name(s) shown on Form 1040

Brian & Sarah Expat

Your social security number

239-40-2830

Additional Income	1-9b	Reserved	1-9b
	10	Taxable refunds, credits, or offsets of state and local income taxes	10
	11	Alimony received	11
	12	Business income or (loss). Attach Schedule C or C-EZ	12 8,700.
	13	Capital gain or (loss). Attach Schedule D if required. If not required, check here ▶ <input type="checkbox"/>	13 30,000.
	14	Other gains or (losses). Attach Form 4797	14
	15a	Reserved	15b
	16a	Reserved	16b
	17	Rental real estate, royalties, partnerships, S corporations, trusts, etc. Attach Schedule E	17
	18	Farm income or (loss). Attach Schedule F	18
	19	Unemployment compensation	19
	20a	Reserved	20b
	21	Other income. List type and amount ▶ Form 2555-Foreign Earned Inc/Housing Excl -112,600.	21 -112,600.
	22	Combine the amounts in the far right column. If you don't have any adjustments to income, enter here and include on Form 1040, line 6. Otherwise, go to line 23	22 -73,900.

Now, you will provide the amounts for both your “Adjusted Gross Income (AGI)” and “Taxes Paid from Income”. Your AGI is the total income before taxes paid. Your “Taxes Paid from Income” is the amount of taxes paid on the amount above. Note, these two boxes cannot be the same amount.

Student's AGI from Income Tax Return
AGI del estudiante de la declaración de ingresos

16000

Indicate the adjusted gross income shown on your Income tax return for you (and your spouse, if applicable). Adjusted gross income is shown on IRS Form 1040-line 8b.
Indique las ganancias brutas ajustadas que figuran en su declaración de ingresos (y las de su cónyuge, si corresponde). Las ganancias brutas ajustadas se muestran en la línea 8b del formulario 1040 del IRS.

Student's Taxes Paid from Income Tax Return
Impuestos de los estudiantes pagados de la declaración de ingresos

2500

Enter your (and spouse's) income tax for 2019. Income tax amount is the total of IRS Form 1040-line 14 minus Schedule 2-line 2. If negative, enter a zero here.
Ingrese el monto de los impuestos que usted (y su cónyuge) debe pagar para 2019. El monto del impuesto a las ganancias es el total de la línea 14 del formulario 1040 del IRS, menos la línea 2 de la declaración complementaria 2.

Last, you will need to provide your “Income Earned”. This amount is what you earned after taxes. To finish, click on Save and Continue. To go back to the first page of the “Student Income & Tax Data” Click on “1” at the top.

2021-2022 Colorado Application for State Financial Aid

STUDENT INCOME & TAX DATA 1 2

Back Save and Exit Exit Save and Continue

Student's 2019 Income
Ingresos del estudiante en el 2019

Student's Income Earned from Working (\$) **Ganancias obtenidas por el estudiante a través de su trabajo (\$)**

16000

Indicate the total amount you earned from working. Including wages, salaries, tips, etc. listed on W-2 forms or on the tax returns listed on the IRS Form 1040-line 1 + Schedule 1-lines 3 + 6 + Schedule K-1 (IRS Form 1065)-Box 14 (Code A). If any individual earning item is negative, do not include that item in your calculation.
Indique el monto total que obtuvo producto de su trabajo. Esto incluye sueldos, salarios, propinas, etc., enumerados en los formularios W-2 o en las declaraciones de impuestos enumeradas en la línea 1 del formulario 1040 del IRS, en las líneas 3 y 6 de la declaración complementaria 1 y en la casilla 14 (Código A) de la declaración complementaria K-1 (formulario 1065 del IRS). Si alguna de las partidas es negativa, no la incluya en el cálculo.

Back Save and Exit Exit Save and Continue

7.9 School Selection

On this page, you will select to which school(s) you would like to send your CASFA.

2021-2022 Colorado Application for State Financial Aid

APPLICATION PROGRESS

- Student Demographics
- State Information
- Educational Plans
- Dependency Determination
- Household Information
- Student Income & Tax Data
- School List**

SCHOOL LIST

Back Save and Exit Exit Save and Continue

Select the schools to receive a copy of your application, along with your housing plans for that school. Select at least one school and up to ten schools to receive your information.
Seleccione las escuelas que van a recibir una copia de su solicitud, junto con sus planes de vivienda para esa escuela. Seleccione de una a diez escuelas que van a recibir su información.

School 1
Escuela 1
Select

Housing Plan for School 1
Plan de vivienda de la escuela 1
Select

Please indicate where you plan to live while in school.
Indique dónde planea vivir mientras asista a la escuela.

Back Save and Exit Exit Save and Continue

Once you have selected a school and a housing plan, you will get the option to add another school. You can add up to 10 schools to your list. Once you are done, select "Save and Continue".

SCHOOL LIST

Back

Save and Exit

Exit

Save and Continue

Select the schools to receive a copy of your application, along with your housing plans for that school. Select at least one school and up to ten schools to receive your information.

Seleccione las escuelas que van a recibir una copia de su solicitud, junto con sus planes de vivienda para esa escuela. Seleccione de una a diez escuelas que van a recibir su información.

School 1

Escuela 1

METROPOLITAN STATE UNIVERSITY OF

Housing Plan for School 1

Plan de vivienda de la escuela 1

With Parents

? Please indicate where you plan to live while in school.
Indique dónde planea vivir mientras asista a la escuela.

School 2

Escuela 2

UNIVERSITY OF NORTHERN COLORAD

Housing Plan for School 2

Plan de vivienda de la escuela 2

Off Campus or Other

? Please indicate where you plan to live while in school.
Indique dónde planea vivir mientras asista a la escuela.

School 3

Escuela 3

COLORADO STATE UNIVERSITY - 0013E

Housing Plan for School 3

Plan de vivienda de la escuela 3

Off Campus or Other

? Please indicate where you plan to live while in school.
Indique dónde planea vivir mientras asista a la escuela.

School 4

Escuela 4

Select

Back

Save and Exit

Exit

Save and Continue

7.10 Signing & Submitting the Application

You are almost done! In this section, you will review the answers you have provided to confirm they are correct. Click "View Forms" to open a new tab with your information.

Updated Jan. 2021

Read through the preview document and if you notice any errors go back and update it in your CASFA. If your information looks correct, then save it on your computer.



2021-2022 Colorado Application for State Financial Aid

STUDENT DEMOGRAPHICS	
Personal Information Información personal	
Provide your first name, middle initial and last name exactly as it appears on your Social Security, DACA, or ITIN Card. If you don't have a Social Security, DACA, or ITIN Card, your first/last name should match the name you provided to your college(s). Brinde su nombre, inicial del segundo nombre y apellido como aparecen en su tarjeta de seguro social, acción diferida para los llegados en la infancia (DACA) o número de Identificación Personal del Contribuyente (ITIN). Si no tiene ninguna de estas tarjetas, debe hacer coincidir su nombre o apellido con el que le brindó a sus facultades.	
First Name Nombre	JOHN
Middle Initial Inicial del segundo nombre	
Last Name Apellido	SMITH

To save click the “print” button.



2021-2022 Colorado Application for State Financial Aid

STUDENT DEMOGRAPHICS	
Personal Information Información personal	
Provide your first name, middle initial and last name exactly as it appears on your Social Security, DACA, or ITIN Card. If you don't have a Social Security, DACA, or ITIN Card, your first/last name should match the name you provided to your college(s). Brinde su nombre, inicial del segundo nombre y apellido como aparecen en su tarjeta de seguro social, acción diferida para los llegados en la infancia (DACA) o número de Identificación Personal del Contribuyente (ITIN). Si no tiene ninguna de estas tarjetas, debe hacer coincidir su nombre o apellido con el que le brindó a sus facultades.	
First Name Nombre	JOHN
Middle Initial Inicial del segundo nombre	
Last Name Apellido	SMITH
Are you male or female?	

Back	Alt+Left Arrow
Forward	Alt+Right Arrow
Reload	Ctrl+R
Save as...	Ctrl+S
Print...	Ctrl+P
Cast...	
Translate to English	
View page source	Ctrl+U
Inspect	Ctrl+Shift+I

Then click the drop down in the Destination box. Select Save as PDF and save in a safe place on your computer. If you are a member of a scholarship program, you can use this copy to send to your advisor to show you have completed your CASFA.

Updated Jan. 2021

cdhesnapprod.regenteducation.net/Secure/PreviewForm.aspx?App=844&Form=/Templates/Generic%20ASFA&all=0

Colorado Application for State Financial Aid

COLORADO
Department of
Higher Education

2021-2022 Colorado Application for State Financial Aid

STUDENT DEMOGRAPHICS

Personal Information
Información personal

Provide your first name, middle initial and last name exactly as it appears on your Social Security, DACA, or ITIN Card. If you don't have a Social Security, DACA, or ITIN Card, your first/last name should match the name you provided to your colleges.
Brinde su nombre, inicial del segundo nombre y apellido como aparecen en su tarjeta de seguro social, acción diferida para los llegados en la infancia (DACA) o número de identificación Personal del Contribuyente (ITIN). Si no tiene ninguna de estas tarjetas, debe hacer coincidir su nombre o apellido con el que le brindó a sus facultades.

First Name Nombre	JOHN
Middle Initial Inicial del segundo nombre	
Last Name Apellido	SMITH
Are you male or female? ¿Es hombre o mujer? Indicate whether you are male or female.	Male

Print 20 pages

Destination Save as PDF

Pages All

Layout Portrait

More settings

Save Cancel

Once you save the information on your computer and confirmed materials are correct, click the box “I acknowledge that all information provided on my financial aid forms is true and correct”. Then click “Next”.

APPLICATION PROGRESS

- Student Demographics
- State Information
- Educational Plans
- Dependency Determination
- Household Information
- Student Income & Tax Data
- School List
- Sign My Forms

PREVIEW MY FORMS

Back Next

Preview My Forms

Your responses to the previous questions have been prepopulated in the forms listed below. Please click on the View Forms option to see your prepopulated forms. You should review the information carefully and if you need to make changes, please select the appropriate section to the left and make the necessary updates.

If your forms are complete and accurate and no changes are necessary, please check the acknowledgement box below and proceed to the next page.

2021-2022 Colorado Application for Student Financial Aid View Form

I acknowledge that all information provided on my financial aid forms is true and correct.

Back Next

Not Started
In Progress
Completed

You will be asked to give permission to use your electronic signature. If you do not consent to the electronic signature, then you will have to send in your signature by mail.

APPLICATION PROGRESS

- Student Demographics
- State Information
- Educational Plans
- Dependency Determination
- Household Information
- Student Income & Tax Data
- School List

Sign My Forms

Not Started
In Progress
Completed

ELECTRONIC SIGNATURE CONSENT & DISCLOSURES

Back Next

Electronic Signature Consent & Required Disclosures

You have chosen to electronically sign your financial aid forms. To continue with the electronic signature process, please review the information below and provide your response to the consent and use of an electronic signature.

Required Disclosures:

- You should verify and review all data provided prior to electronically signing your forms. All forms are viewable using Adobe® Acrobat® version 8.0 or higher. An option to download the latest version of Adobe® Acrobat® for free is available by clicking [here](#).
- You can print all documents submitted electronically for your records. All forms electronically signed in this website are available for printing from the Dashboard any time after the electronic signature process is completed. If your copies are lost or misplaced, you can obtain additional copies by logging back into the website and selecting the View My Forms on the Dashboard and reprinting your forms.
- You can opt-out of the electronic signature process. If you do not wish to conduct the signature process electronically, you can print your documents and submit them in a paper format. Prior to electronically signing your forms, you will be provided with an electronic signature option and a paper option. To [opt-out](#) of the electronic signature process, please select the paper option. The preferred option is the electronic signature option since it is a faster process. Please note if you submit your paperwork in a paper format, delays may be experienced due to U.S. mail delivery and manual processing.
- You can withdraw your consent to use the electronic signature process at any time. You can only withdraw your consent to electronically sign future forms. If you wish to withdraw your consent to electronically sign your forms, please contact your finance counselor.
- All electronic signatures processed within this website are legally binding and can be used to legally prove that you signed the document.
- There are no additional monetary costs for processing your documents electronically or the use of electronic signatures.

I consent to the use of an electronic signature option to complete and submit my financial aid forms.

I DO NOT consent to the use of an electronic signature option to complete and submit my financial aid forms. I want to submit my forms manually using a paper format. I understand that submitting my forms via paper may result in delays in processing my financial aid.

Back Next

This page confirms that you have the right software on your computer to complete the process.

State Information

- State Information
- Educational Plans
- Dependency Determination
- Household Information
- Student Income & Tax Data
- School List

Sign My Forms

Not Started
In Progress
Completed

Electronic Signature Hardware & Software Requirements

The following system requirements are necessary for conducting an electronic signature within this site. Please confirm that your computer meets these requirements. Options to download recommended free software on your computer is available.

Hardware:

- A computer with access to the Internet and capable of running the software listed below.
- A printer capable of printing Adobe Acrobat Reader® PDF documents.

Software:

- A recommended Web Browser.
 - Microsoft Internet Explorer 6.0 or higher ([download now for free](#))
 - Chrome 7.0 or higher ([download now for free](#))
 - Firefox 3.6 or higher ([download now for free](#))
 - Safari 5.0 or higher ([download now for free](#))
- Adobe Acrobat Reader® version 8.0 or higher ([download now for free](#)).

I acknowledge that my computer supports the recommended minimum hardware and software system requirements needed for conducting an electronic signature within this site.

Back Next

Finally, you will be asked to type in your first, last, and the password you created. Then submit and you will be done!

Updated Jan. 2021

Electronic Signature Process

You have elected to electronically sign your 2021-2022 Colorado Application for Student Financial Aid form. Please note that your electronic signature is still valid if errors exist on your application. If you need to make corrections before signing, please go to the appropriate section on the left navigation bar and make the changes. If you need to make corrections to your application after you electronically sign, please contact your financial aid office.

Please provide the information below to complete the electronic signature process. Enter your first and last name and the password used to access the application website in the spaces provided below. Your information must match exactly with what we have on file for your account, including any special characters that were used.

Name on File: JOHN SMITH

First Name: John
Provide the first name used when you created your account.

Last Name: Smith
Provide the last name used when you created your account.

Password: [REDACTED]
Provide the password used to access this website.

By submitting your application, you are consenting to the use of electronic signatures. All electronic signatures processed within this website are legally binding and can be used to legally prove that you signed the financial aid form. If you do not want to submit your electronic signature, please click on the Sign My Forms section on the left navigation bar and choose the paper option. Please note that submitting your forms via paper may result in delays in processing your financial aid since it is a manual option.

Back Next

8. Next steps after the application

8.1 Complete the general scholarship application

Once you have completed the CASFA, it is important to complete the General Scholarship Application (www.msudenver.edu/financialaid/scholarships/) to be considered for institutional or donor-funded scholarships.

8.2 Sign up for Raise.Me

Incoming students should look to see if they're eligible for scholarships through [Raise.Me](#). Raise.Me is a way to earn micro-scholarships based on your high school and community college achievements. Check qualifications [here](#). If you have questions about the Raise.Me scholarship reach out to your admissions counselor. You can find your admissions counselor [here](#).

8.3 Meet with Immigrant Services Program

We recommend that students completing the CASFA also meet with the [Immigrant Services Program](#) to review off-campus scholarship opportunities such as [LAEF](#), [Latinas First](#), or [Dream.US](#) – additional applications will be necessary for those! Appointments with Immigrant Services Program staff are available here:

<https://outlook.office365.com/owa/calendar/ImmigrantServicesProgramAriadna@msudenver.onmicrosoft.com/bookings/>

8.3 Make sure to complete COF (or check whether COF is applied to your account)

The College Opportunity Fund (COF) is a state benefit available to students classified as in-state for tuition purposes, and as of January 2021, this state benefit provides \$40 towards each college credit. (So, for 12 credits, COF would provide \$480 towards tuition & fees.) You can apply for COF here: <https://cof.college-assist.org/> and you can also contact the offices listed on the second page of

Updated Jan. 2021

this guide for help with completing COF. A social security number is not required to complete the COF.

Important reminder: DACA students who have a social security number should choose not to provide a social security number so that the Affidavit shows up in the application portal. (A paper version of this Affidavit can also be completed later, if needed. The offices listed on the second page of this guide can provide this affidavit to you.)

8.4 Health insurance waiver

MSU Denver requires that all students either have an Affordable Care Act-approved plan, or to sign up for the Student Health Insurance Plan (SHIP). More information about the requirement or the Student Health Insurance Plan is available here:

<https://www.msudenver.edu/alp/afteryouvebeenadmitted/msudenverhealthinsurancerequirement/>

If you are a DACA-status or undocumented student, then you can meet with Immigrant Services to explore other options. Appointments with Immigrant Services Program staff are available here:

<https://outlook.office365.com/owa/calendar/ImmigrantServicesProgramAriadna@msudenver.onmicrosoft.com/bookings/>

8.5 Watch your student email closely

You might receive important updates or additional requests for information from the Office of Financial Aid!

Digital and updated versions on this guide can be found here:

<https://www.msudenver.edu/dreamer-zone/financialaidfordacaundocumentedstudents/>