1) Prior to completion of any of the enclosed forms, students are required to read the Financial Aid Manual carefully.

2) All paper financial aid application materials (Tufts Financial Aid Application, Supplemental Financial Aid Application, and Non-Tax Filing Status Statements) must be downloaded by the student from the financial aid website at [http://dental.tufts.edu/financialaid](http://dental.tufts.edu/financialaid). Copies of paper forms will not be provided to students.

3) To complete the FAFSA on the Web go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Parent information may be required on the FAFSA.

4) Our Federal School Code is: E00519 (for FAFSA Form). Our address is: Tufts Dental School, Financial Aid Office, 1 Kneeland Street, Boston, MA 02111. If completing a Renewal FAFSA on the Web, be sure that the Federal School code is updated appropriately.

5) When completing the FAFSA on the Web, it is strongly recommended that 2015 income information for the student and parents (if applicable) be verified using the IRS Data Retrieval process. When completing the FAFSA on the Web, applicants can select to use the IRS Data Retrieval Process even if they have not yet completed their 2015 Federal Tax Returns and are using estimated income figures when completing the FAFSA on the Web. However, if using estimated figures on the FAFSA, applicants will need to update their FAFSA on the Web through the corrections process a few weeks after they’ve filed their tax return when their 2015 tax information is available through the IRS. If the applicant chooses NOT to use the IRS Data Retrieval process to update their FAFSA, applicants may be required to provide an IRS Tax Transcript using IRS Form 4506-T-EZ available at [www.IRS.gov](http://www.IRS.gov) or by calling (800) 908-9946.

Please note that ACTUAL 2015 Federal Tax Data using the IRS Data Retrieval process OR the 2015 IRS Tax Transcript (if required) must be received in our office by April 3, 2017 in order to meet the DMD financial aid application deadline.

6) USE ‘0’ (zero) where applicable on FAFSA and other all forms – leave no item blank.

7) The student can contact Federal Student Aid Programs by calling (800) 4-FED-AID to:
   - Check status of his/her FAFSA.
   - Receive a duplicate SAR that will be sent to the same address that is listed on the SAR.
   - Receive a duplicate SAR that will be sent to an address different than that listed on the SAR.
   - Request the release of electronic data to a school.
   - Change his/her address.

8) A hard copy of your SAR (Student Aid Report) will be sent to you via USPS mail if you did not provide a valid email address on your FAFSA application. If you provided a valid email address on your FAFSA, you will receive an email from the Dept. of Education Central Processor that will provide you directions to access and download a hard copy of your SAR. The Financial Aid Office will receive an electronic SAR directly from the Dept. of Education, provided you put our School Code Number (E00519) on the application (see #3 above).

9) For those that have completed Renewal FAFSA applications, be sure that Tufts Dental School’s School Code of E00519 and/or our specific name (Tufts Dental School) and address are printed on your SAR. If the SAR reads another school, even another school within Tufts University, the Dental School will never have access to your FAFSA electronic data. If it doesn’t read “Tufts Dental School” or “Tufts University School of Dental Medicine”, follow instructions under Helpful Hint #6 to release your electronic FAFSA data to the correct school. We must receive this data by the deadline of April 3, 2017. When the results (SAR) are received, students should correct errors, verify that the electronic FAFSA data was sent to Tufts Dental School, and that there is a number next to “EFC” (top right corner of page 1 of the SAR).