



Applying for Graduate Financial Aid Academic Year 2018-2019

The Bentley University Office of Financial Assistance offers federal loans and need-based grants to eligible graduate students. In order to be eligible for federal loans, you must be registered at least half-time (4.5 credits) each semester. To be eligible for Bentley grant funds, you must be registered full-time (minimum 9 credits) each semester. You must also be a U.S. citizen or eligible non-citizen and meet other general eligibility criteria outlined in the FAFSA instructions.

Required of All Applicants

- **2018-2019 Free Application for Federal Student Aid (FAFSA).**
Apply on-line at <http://www.fafsa.gov/>. The FAFSA code for Bentley is 002124.
- **2018-2019 Bentley Graduate Aid Application**
Available on-line at <https://www.bentley.edu/forms/2018-2019-graduate-student-aid-application>

Additional Application Materials (May Be Required)

- **2016 Federal Income Tax Return and W-2 Forms**
All full-time students seeking institutional need-based grant funding must submit a signed copy of their 2016 Federal Tax Return (Form 1040, 1040A, or 1040EZ) and all 2012 W-2 Forms. If you are married and filed separately, you need to submit your spouse's tax return and W-2 Forms as well. **Please make sure your tax form is signed** and that you have included **all schedules**.
- **Students in the Master's Candidate (5-Year) Program & students with unusually low wages**
A College Scholarship Service (CSS) PROFILE Form *with parent information* is required for all students in the Master's Candidate Program who wish to be considered for Bentley need-based grant funding. You can apply on-line at: <https://student.collegeboard.org/css-financial-aid-profile>. The CSS code for graduate students at Bentley is 3098. Bentley University reserves the right to request parent information from *any* graduate student seeking institutional grant assistance. Should your 2016 income suggest that you may not be self-supporting, you will most likely be required to submit a PROFILE Form. Students seeking federal aid only can opt to waive this requirement at any time.

Important Dates for Applying for Financial Aid

If you want to be considered for Bentley University grant funds, pay close attention to the application deadlines. **Late applicants will be awarded on a funds-available basis.**

The FAFSA form could take up to two weeks to be processed. Additional time may be needed if corrections are required. Plan to complete your forms by the *Transmit/Mail By* dates to ensure they are received prior to the *Bentley Receipt Date*. Mail all other required forms directly to:

Bentley University Office of Financial Assistance
Rauch 104
175 Forest Street
Waltham, MA 02452-4705

Please allow sufficient mail time since we will record our receipt date, not the postmarked date.

Form	Transmit/Mail By:	Bentley Receipt Date
<i>Required of All Applicants</i>		
2018-2019 FAFSA (on line)	May 15, 2018	June 1, 2018
Bentley Graduate Aid Application (on line)	May 15, 2018	June 1, 2018
<i>May Be Required of Some Applicants</i>		
Signed 2016 Federal Tax Return, Schedules and W-2 Statements (mail to Bentley)	May 15, 2018	June 1, 2018
College Scholarship Service (CSS) PROFILE Form (for students in the Master's Candidate Program)	May 15, 2018	June 1, 2018

Alternate Deadlines for New Graduate Students

Early Aid Notification for New Graduate Students for Fall 2018

If you are a newly admitted graduate student for Fall 2018, you may qualify for early notification of financial aid. If we receive all required materials by April 15, 2018, your aid notification letter will be mailed by May 15, 2018. To meet this deadline, you should plan to submit your FAFSA to the federal processor by April 1, 2018.

Deadline for New Graduate Students Entering Spring 2019

If you are planning to enroll as a new graduate student for Spring 2019, you should plan to submit a FAFSA by October 15, 2018 and all other required forms by November 1, 2018. A financial aid notification letter will be mailed by November 21, 2018.

Important Reminders

- * The Bentley School code for the FAFSA is 002124.
- * The Bentley School code for the CSS PROFILE is 3098 (note: this form is usually required only from students in the Master's Candidate program seeking need-based grant assistance).
- * If you fail to meet application deadlines and an aid decision cannot be made before your student account bill is due, you must make arrangements to pay your bill. If aid is awarded later and credited to your student account, you may request a refund of any credit balance.
- * In order to remain eligible for student aid, you must be making satisfactory progress toward your degree. Academic eligibility is evaluated at the end of each semester. For details on the standards you must meet to remain eligible, contact the Office of Financial Assistance.
- * If you have any questions about the application or award process call the Office of Financial Assistance at (781) 891-3441, or send e-mail to gradaid@bentley.edu.