

CURTIS INSTITUTE OF MUSIC

APPLICATION FOR SUPPLEMENTAL FINANCIAL ASSISTANCE 2025-26 INSTRUCTION SHEET

New starting in the 2025-26 academic year:

Curtis will no longer participate in the U.S. Department of Education's Title IV Programs. U.S. Citizens and U.S. Permanent Residents no longer need to complete the FASFA administered by the U.S. Department of Education. Curtis will not certify student loans or Parent Plus Loans. Please read the instructions below carefully when applying for Curtis Supplemental Financial Assistance.

In addition, while in the past, Curtis participated in programs with the U.S. Department of Veterans Affairs, we will no longer be processing enrollment verifications for GI benefits.

Supplemental Financial Assistance for living expenses is awarded at Curtis based on financial need. Before turning to Curtis for supplemental aid, students are expected to seek assistance from non-Curtis sources including grants and scholarships available through private, public, and other sources.

Curtis Institute of Music utilizes the College Board's Institutional Documentation Service (IDOC) to receive and process financial aid application materials. IDOC allows for secure electronic upload, transmission, and submission of supporting financial aid documents and materials (federal income tax returns and schedules, W-2, 1099 forms, etc.). **Students must first complete and submit the College Scholarship Service (CSS) Profile to upload documentation to the IDOC system.**

Filing fee: CSS charges a fee for processing the PROFILE. The registration fee is \$25 plus an application fee of \$16 per college. Households whose adjusted gross income (AGI) is less than \$100,000 are eligible for an automatic fee waiver.

Students Applying for Admission to Curtis - Deadline for applications and supporting documents: March 1, 2025. Returning Students - Deadline for application and supporting documents: May 1, 2025.

FILING REQUIREMENTS

U.S. Citizens and U.S. Permanent Residents: All prospective and returning students must submit supporting tax and income documentation directly into the IDOC system. The Office of Student Financial Assistance does not accept any printed application materials. There is no cost for the IDOC service.

1. Submit the College Scholarship Service (CSS) Profile online at <https://cssprofile.collegeboard.org> using the deadlines above. Make sure you have all the necessary financial documentation on hand before you begin. *Curtis Institute of Music's school code is 2100. You will immediately be given the opportunity to upload your documents via the IDOC system once you complete the CSS Profile.* **Notes:** Utilize the "Special Circumstance" section of the CSS PROFILE to provide additional information about your family. For instance, if you have experienced a job loss or any other significant life changes, use this section to type out details you wish Curtis to consider.

International Students

1. Submit the College Scholarship Service (CSS) Profile online at <https://cssprofile.collegeboard.org> using the above applicable deadline. *Curtis Institute of Music's school code is 2100. You will immediately be given the opportunity to upload the below documentation via the IDOC system once you complete the CSS Profile.* **Notes:** Utilize the "Special Circumstance" section of the CSS PROFILE to provide additional information about your family. For instance, if you have experienced a job loss or any other significant life changes, use this section to type out details you wish Curtis to consider. Make sure you have all the necessary financial documentation on hand before you begin.

2. Financial documentation – see below.
3. Sponsor letter of support if you have a financial sponsor.

International Applicants: Required Financial Information for Submitting the CSS Profile

- Tax forms from your country for the most recent tax year are required for both you and your parents. If your parents are divorced or separated or file separate returns, signed copies of both tax returns will be required.
- Official letters from employers for both you and your parents stating total wages earned from January through December 2024.
- Financial statements for all investments held by you and your parents.
- Documentation for trust funds, money market funds, certificates of deposit, stocks, bonds, and any other holdings.
- Information on all real estate, business assets, partnerships, corporations, or other assets.

Essential information for international applicants: All documents must be uploaded to the IDOC system before you are considered for financial assistance.

For questions, contact....

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