



## 2016-17 Financial Aid Application Checklist



**HARVARD**  
MEDICAL SCHOOL

**OPTION I:** *If you are applying for all available sources of financial aid (federal, institutional, and private), submit the documents indicated under Option I. Parent information IS REQUIRED of all Option I applicants.*

**OPTION II:** *If you are applying for assistance only from U.S. Dept. of Education programs (Federal Direct Loan Program, Federal Work-Study Program) and private loan programs, submit the documents indicated under Option II. Parent information IS NOT REQUIRED under Option II.*

Option		Document Requirement	Notes/Instructions
I	II		
✓	✓	<a href="#">HMS Financial Aid Application</a>	To Log in: use your E-mail Address on file with AMCAS as of March 1, 2015 and your PIN is the AAMC ID number from your AMCAS application. Note: Do <b>NOT</b> click First Time User link below submit!  Technical Note: Mac computers and browsers such as Safari are not supported for this application.
✓	✓	<a href="#">Free Application for Federal Student Aid (FAFSA)</a> <i>US Citizens &amp; Permanent Residents only</i>	Remember to choose the 2016-17 School Year. Be sure to list “ <b>E00472</b> ” for HMS school code. [Address: Harvard Univ Medical School, Boston, MA]. If prompted, please use the IRS Data Retrieval Tool. This option will expedite the processing of your financial aid. Please allow approximately two weeks processing time.
✓		<a href="#">Need Access Application</a>	Select “New Users”, then complete the registration process. Remember to select the 2016-17 Academic Year. When prompted, select “First Year Graduate/Professional” for Program Year. Select <i>and add to list</i> “Harvard Medical School” in the School Selection section. Please allow approximately two weeks processing time.
✓		<a href="#">Need Access Non-Custodial Parents’ Form</a>	If your parents are divorced or separated, the custodial parent must complete the Need Access Parents’ section. Your noncustodial parent must file the Need Access Non-Custodial Parents’ Form. Instructions for completing this form will be included in the Need Access Application.
✓		<a href="#">International Student Financial Aid Application</a>	Complete, print and mail this form directly to the HMS Financial Aid Office. <i>All International Applicants from nations other than Canada or US/Canadian Applicants with parents living abroad</i>  <i>NOTE: This form is in addition to the Need Access Application</i>
✓		<a href="#">Business/Farm Supplement</a>  <i>Remember to include Form 1120-S (S Corp) and Schedule K-1 (S Corp or Partnership) being sure to include the first 2 pages of the business taxes and the schedule L if applicable</i>	If student, spouse, or parents are owners or part-owners of businesses (including S Corps/Partnerships) or farms, you must submit the Business/Farm Supplement for each business/farm owned. Complete, print and mail this form directly to the HMS Financial Aid Office.
✓		<u>SIGNED</u> Copy of Parents’ 2015 U.S. Income Tax Return*  <i>If taxes are filed electronically, be sure to sign p. 2 of the tax return Remember to include W-2s, 1099s and all applicable schedules</i>	<b>Enclose all pages and schedules including W-2/1099 forms. All returns must be signed regardless of filing method.</b> Write the student’s name at the top of each page. Both biological parents providing information on either the Need Access Parents’ Form or Non-Custodial Parents’ Form must submit copies of tax returns. Mail these documents directly to the HMS Financial Aid Office.
✓	✓	Citizenship Documentation <i>US Permanent Residents only</i>	US Permanent residents must submit a copy of their Alien Registration Card (front and back) documenting their eligibility to receive federal financial aid.

\*International students/parents who do not file a U.S. tax return must provide either a copy of the foreign tax return OR a statement from an employer or banking institution verifying the amount of income received in 2015. Please indicate corresponding U.S. currency for foreign income.

\*\*Applicants planning to become married by August 2016 or are recently married yet filed their 2015 federal tax returns as Single will need to complete the Financial Resource Application available in the Financial Aid Forms section of the HMS financial aid website.

**Mailing Address: Harvard Medical School, Financial Aid Office, 25 Shattuck Street Rm. 211, Boston, MA 02115**