



**COLORADO**  
Department of  
Higher Education



**CASFA**  
COLORADO APPLICATION FOR  
STATE FINANCIAL AID

# CASFA Checklist and Quick Tips





## Checklist for CASFA completion

### Have the following information available

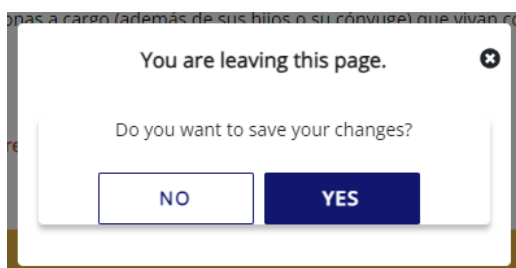
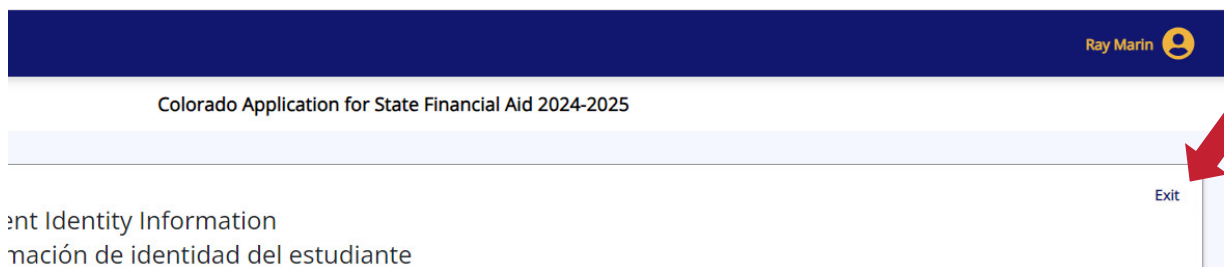
- Date of birth for student and parent(s).
- Personal email address for student and parent(s).
- Driver's license number, if applicable.
- SSN/ITIN number, if applicable.
  - If a student does not possess an SSN/ITIN number, please leave field blank.
  - If a parent does not possess an SSN/ITIN number, please enter all zeros.
- Date of marriage for student and/or parent(s), if applicable.
  - W-2 forms and 2022 tax returns (for the 2024-2025 CASFA application).
    - If your parents(s) did not file taxes, you may need to order a "Verification of Non-Filing" statement from the IRS.
- Bank statements and records of investment (**assets**).
- Records of untaxed income (such as child support received and untaxed pensions).
- List of schools your child is planning to attend.





## Quick Tips:

- If the student doesn't have a SSN or ITIN, they can leave the field blank.
- If the parent doesn't have a SSN or ITIN, enter all zeros.
- There is no "Save" button, but there is a "Save" function. To save changes, click "Exit" in the upper left corner. A pop-up window will then offer you the opportunity to save.



- You and your child are residents of the state of Colorado after living here for **1 year**. State residency is not the same as having a Green Card or Permanent Resident Card with the U.S. Federal Government.



- Once your dependent child’s CASFA form is submitted, your child can invite you to sign the CASFA by sending you an email.
- You will open the email, click the link, and be directed to create a parent account. After creating a parent account, you can e-sign the CASFA with that account.
- Download the PDF form from the CASFA website using the arrow icon to the right and save it.

