



COLORADO
Department of
Higher Education



CASFA
COLORADO APPLICATION FOR
STATE FINANCIAL AID

Understanding the CASFA

Process for Parents





The CASFA form is the student's responsibility, but when a student is considered a dependent for CASFA purposes, parents have a large role in the application process.

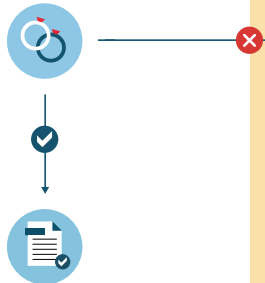
Your child can apply for financial aid from the state of Colorado in the form of the Colorado Student Grant, as well as institutional aid, with the CASFA form.



Is My Parent a Contributor When I Fill Out My CASFA Form?

A parent means your legal (biological or adoptive) parent or a person that the state has determined to be your legal parent. A stepparent is considered a parent if they have adopted you. Stepparents who have not adopted you will be identified as a parent spouse.

Are your biological or adoptive parents married to each other?



Your parents' marital status is married (not separated), and both or your parents' information must be included on the CASFA form. If your parents did not file taxes jointly, then both of your parents are contributors. Their individual information, consent and approval, and signatures will be required on the CASFA form. If your parents filed taxes jointly, only one parent is required as a contributor and will report information for both parents.

Note: Dependent students are required to report parent information when completing the CASFA form, and in most cases, a parent will be identified as a contributor for these students. All contributors are required to provide their information, signature, and consent and approval to have their federal tax information transferred directly from the IRS into the CASFA form. Being a contributor on the CASFA form does not mean an obligation to pay for the student's education.

Do your biological or adoptive parents live together?



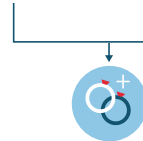
Your parents' marital status is unmarried (both legal parents living together), and both or your parents are contributors, even if they were never married, are divorced or are separated. Their individual information, consent and approval, and signatures will be required on the CASFA form.

Did one parent provide more financial support than the other over the past 12 months?



The individual information, consent and approval, and signature of the parent who provided more financial support over the past 12 months will be required on the CASFA form, and this parent will be identified as a contributor.

The individual information, consent and approval, and signature of the parent who has greater income or assets will be required on the CASFA form, and this parent will be identified as a contributor.



Has this parent married/remarried?



Your parent's marital status is married/remarried. Your stepparent will also be identified as a contributor on the CASFA form if they didn't file their taxes jointly with your parent.



Your parent's marital status is single (never married), separated, divorced, or widowed. An additional parent will not be identified as a contributor.



Before Filling Out the Casfa Form, You and Your Child Should Gather:

- 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 the 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).
- Bank statements and records of investment.
- Records of untaxed income (such as child support received and untaxed pensions).

Filling Out the CASFA Form

The CASFA form is your child’s application, so keep in mind when it says “you,” it means “you, the student.”



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, they 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.



After the CASFA form, encourage your child to check their email regularly, and check your email regularly as well.

The information you and your child report on the CASFA form is used to calculate your child's Student Aid Index (SAI), which:

- Measures your family's financial capacity, and
- Will be used by Colorado and the schools listed to determine grant and scholarship eligibility.

Encourage your child to read all communications from the school carefully and to supply additional information, forms, or signatures needed by the school's deadlines.

The financial aid office at the college or university will award aid. If you have questions about the criteria they use to determine eligibility, please contact them directly.