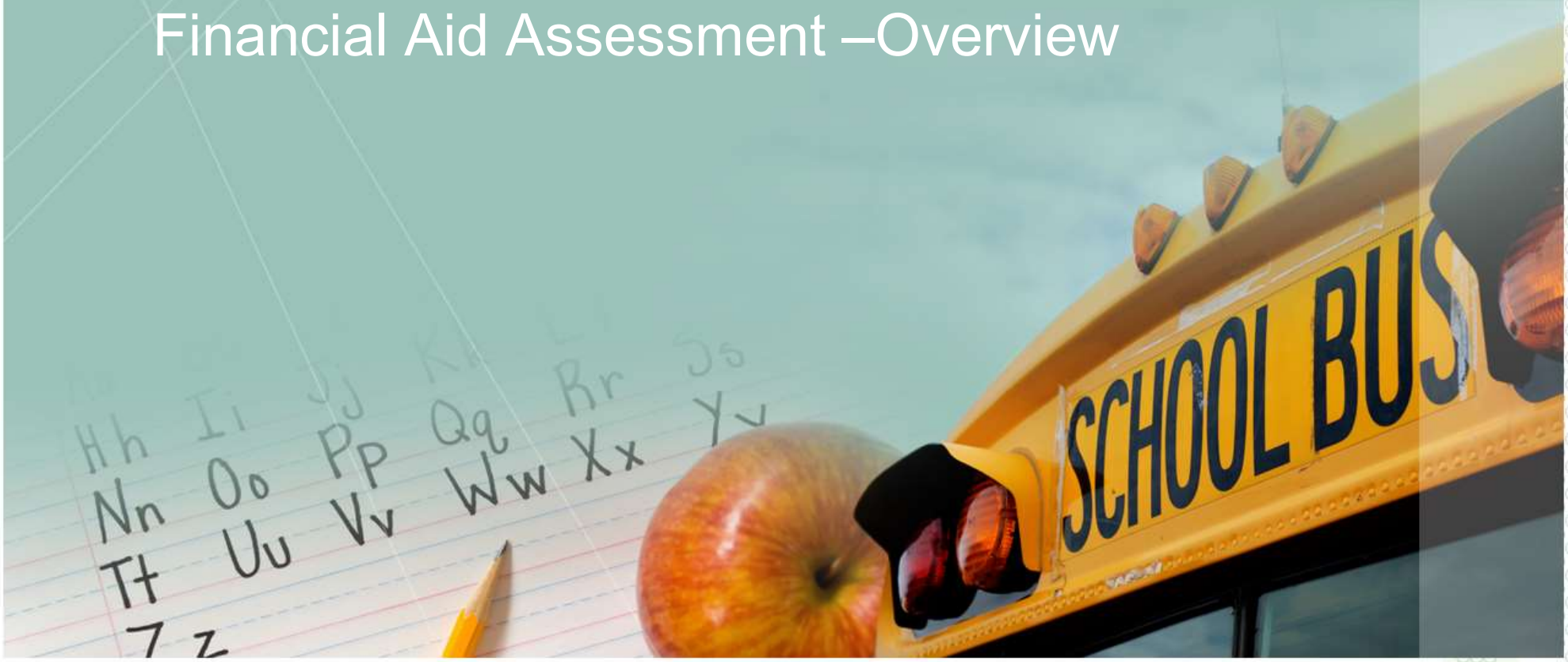
TADS *Serving schools and families*

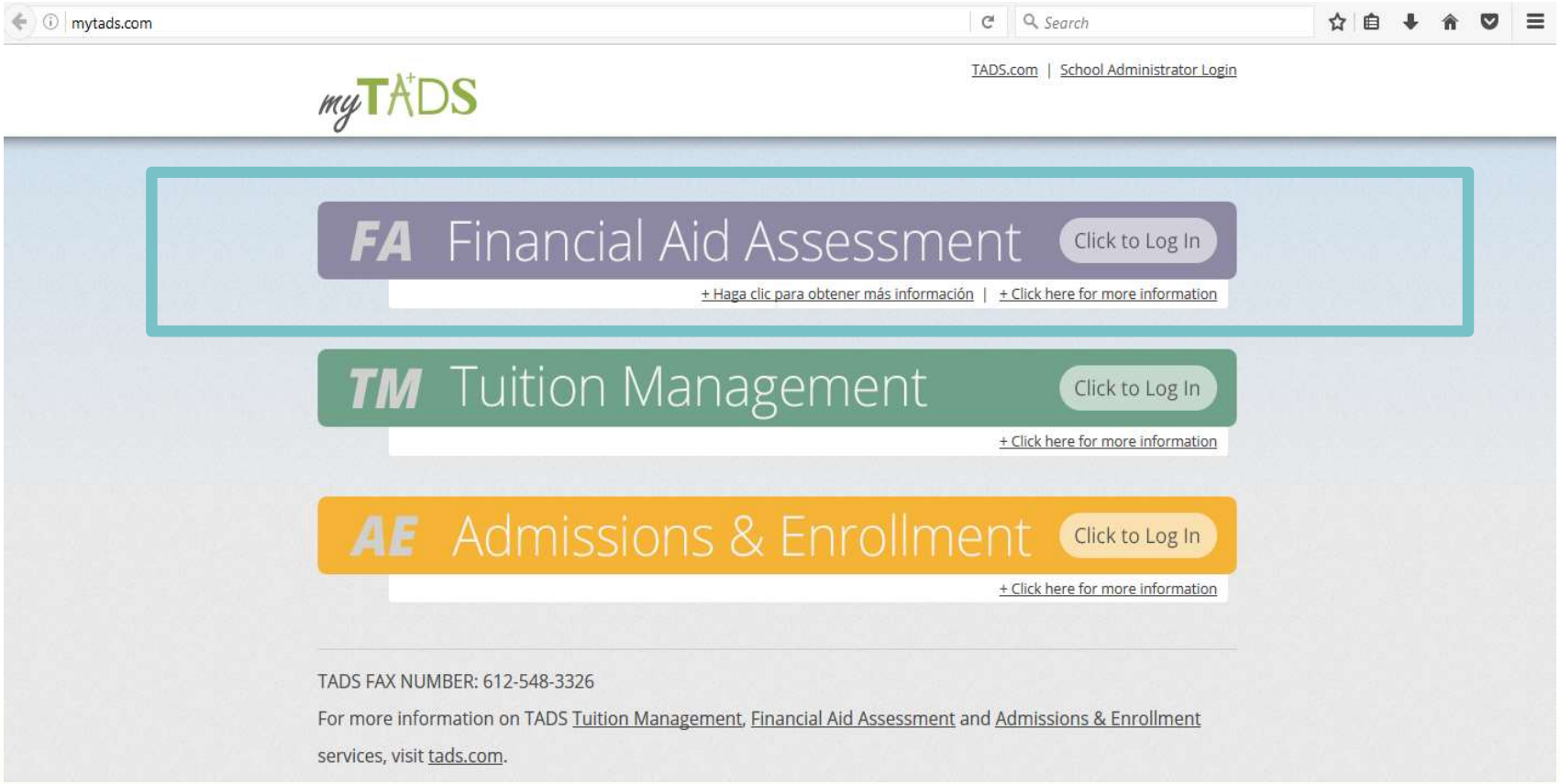
Financial Aid Assessment –Overview



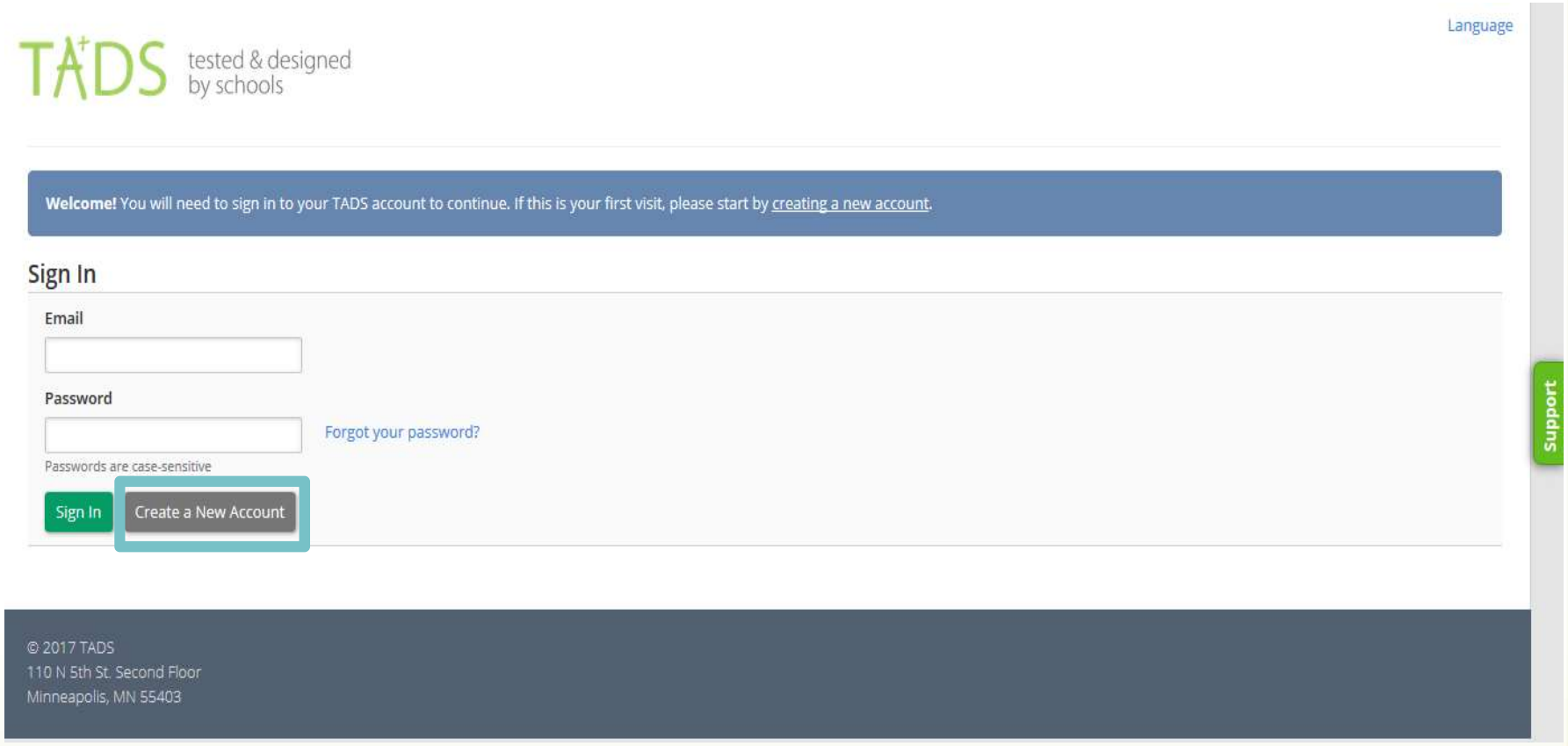
Aid Assessment Application Process

- Visit www.mytads.com and click on ‘Financial Aid Assessment’ to begin
- Login or create a new account
- Select your school by clicking through the State/City/School dropdowns
- Complete your application
- Submit documentation to TADS
- TADS will contact you with requests for clarification or other required documentation

Visit MyTads.com and click on ‘Financial Aid Assessment’



If you have previously created an account through TADS, login using that same information. If this is your first time on the TADS site, click on the “Create a New Account” button.



Fill in account information

Create Account

Email

Your@email.com

Your email address will be used as your login and for communications related to your account.

Confirm Email

Your@email.com

Password

•••••••

Six characters minimum. Passwords are case-sensitive.

Password (again)

•••••••

Enter your password again to make sure it was typed correctly.

First Name

Parent

Last Name

Parent

Enter your own name for your TADS login account.

Birth Date

01/01/2017

Security Question

In what city did you meet your spouse/significant other?

We'll use this to verify your identity if you ever need to contact us over the phone.

Answer to the Security Question

Submit Cancel

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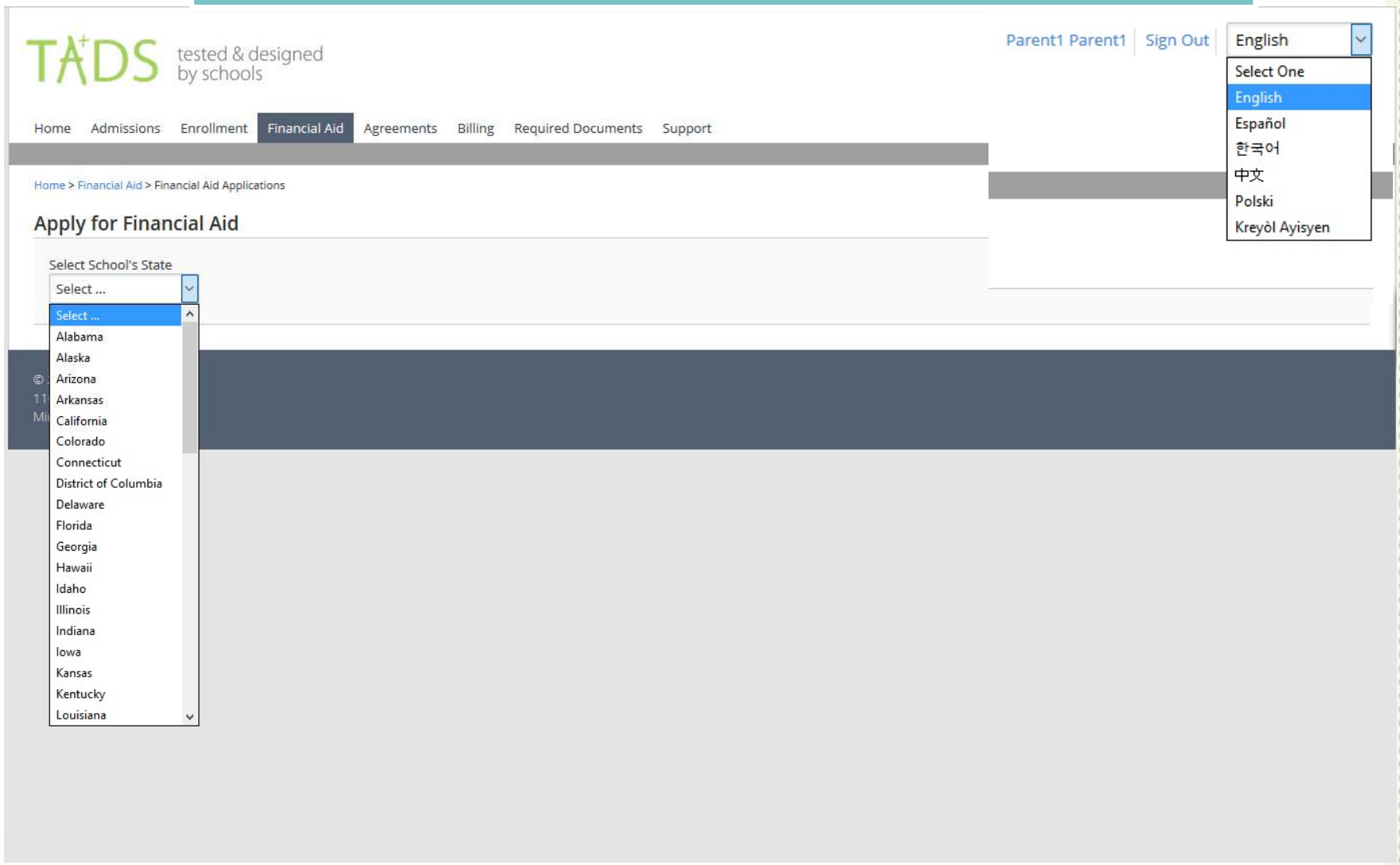
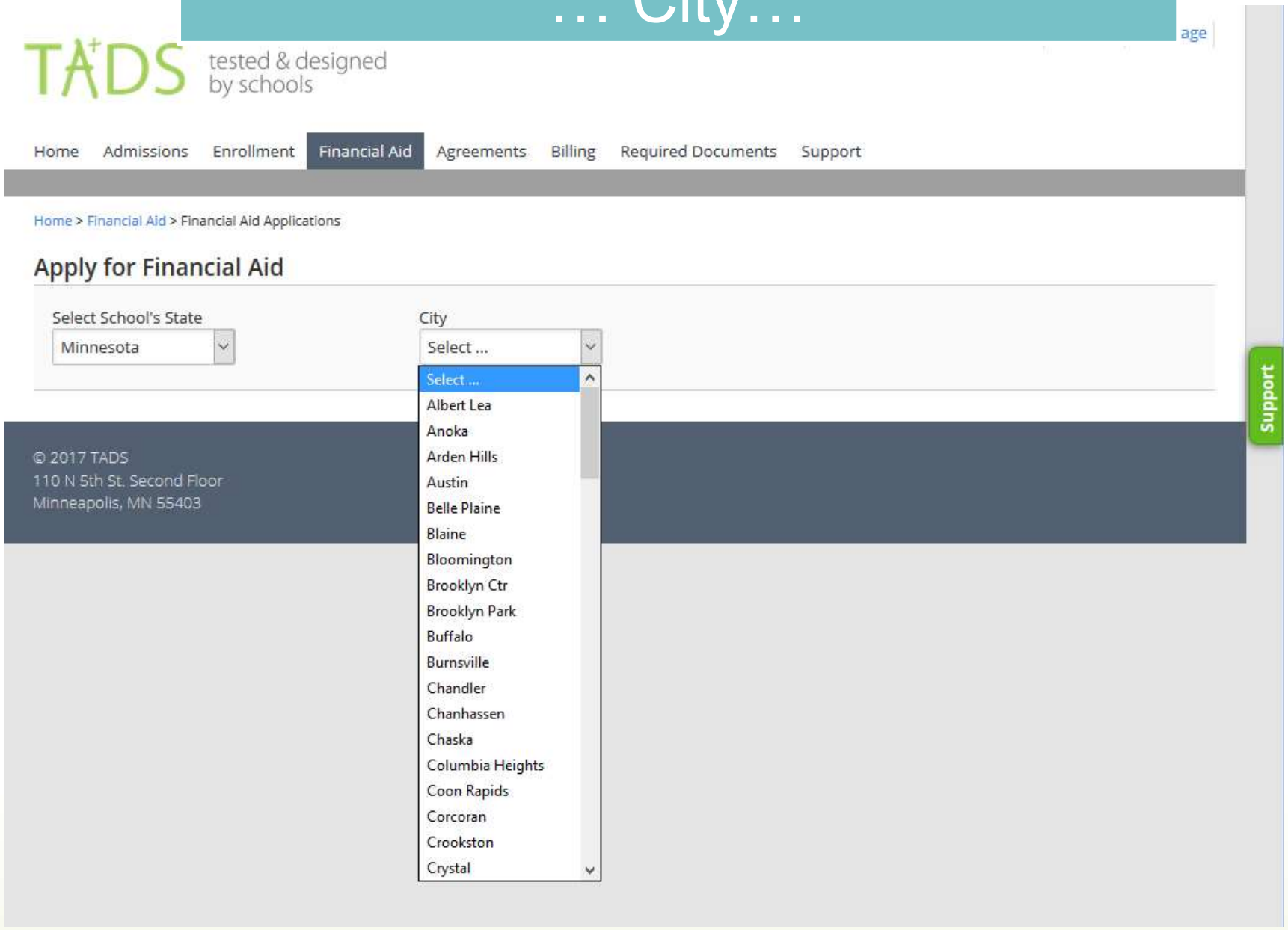
Minneapolis, MN 55403

Select the School State…



… City…


TADS
tested & designed by schools
age
Home
Admissions
Enrollment
Financial Aid
Agreements
Billing
Required Documents
Support
Home > Financial Aid > Financial Aid Applications
Apply for Financial Aid
Select School's State
Minnesota
City
Select ...
Select ...
Albert Lea
Anoka
Arden Hills
Austin
Belle Plaine
Blaine
Bloomington
Brooklyn Ctr
Brooklyn Park
Buffalo
Burnsville
Chandler
Chanhassen
Chaska
Columbia Heights
Coon Rapids
Corcoran
Crookston
Crystal
Support
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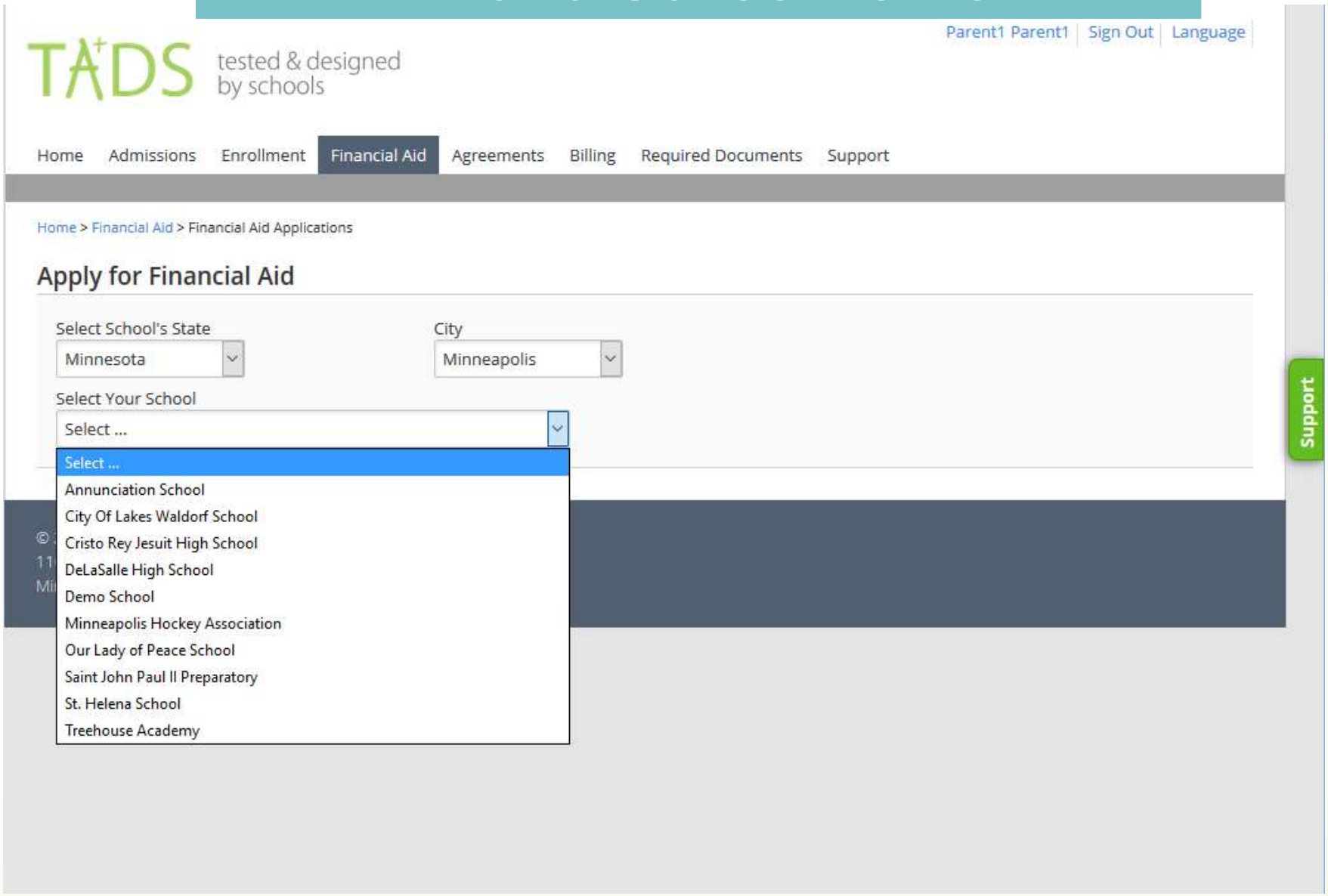
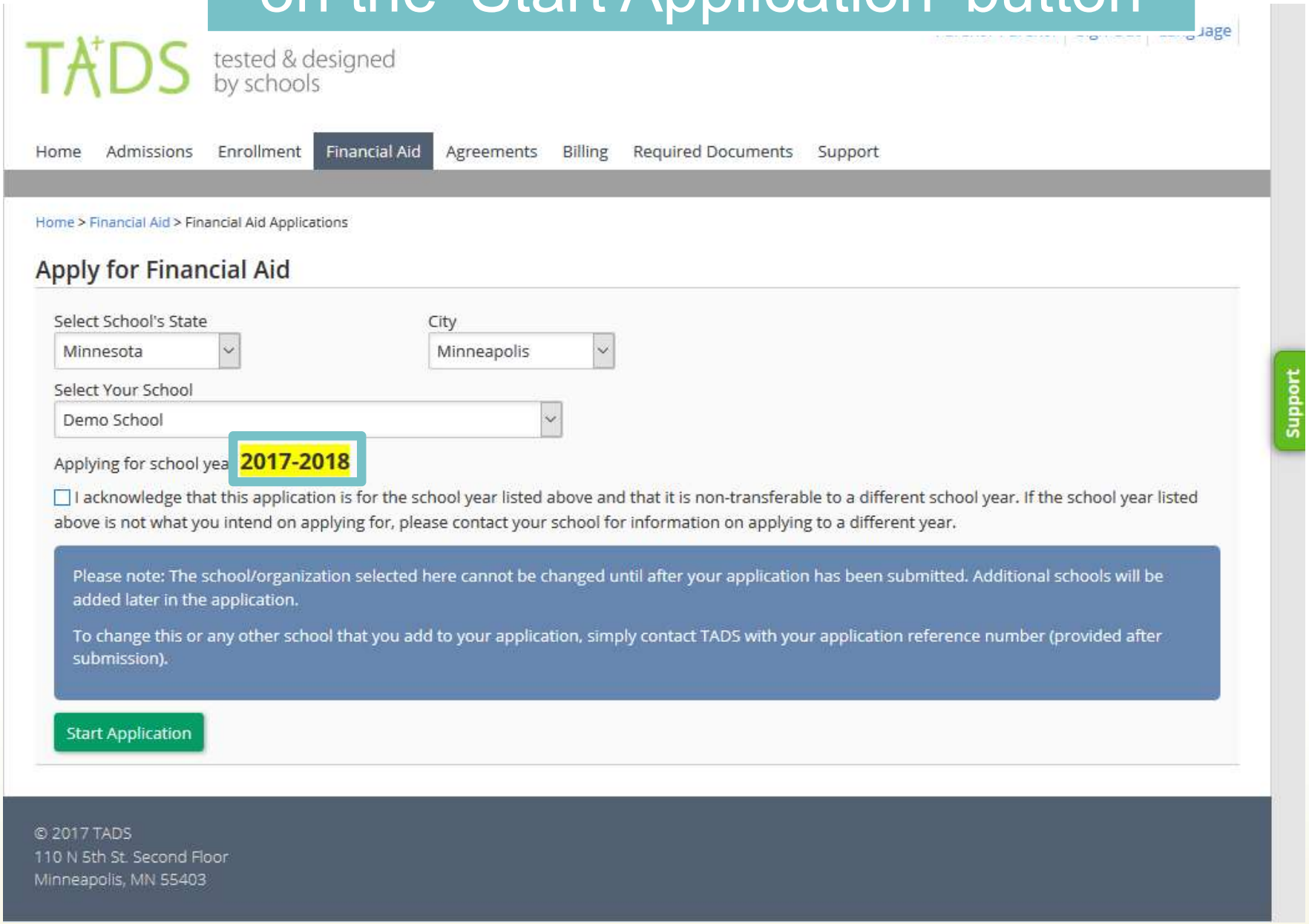
… and School name



Confirm the school year and click on the ‘Start Application’ button



Gather information you'll need to complete the application

TADS

Home | Admissions | Enrollment | Financial Aid | Agreements | Billing | Required Documents | Support

Before Starting Your Aid Application

Please have the following documentation accessible before you start.

- 2015 or 2016 federal tax return and supporting tax documentation (W2, 1099, recent paystubs, etc.)
- Your utility bills
- Rent or mortgage payment information
- Debt information (credit card debt, loans, medical bills, etc.)

Support

Eligibility

If you have any specific eligibility requirements we can put them in here.

Special Notes

Next step in this process is clicking the Admissions tab above.

Deadline

Your school/organization has the deadline date(s) below. Your application will still be accepted by TADS after the posted deadline. You may want to contact your school directly for details on fund availability.

5/15/2017

Deadline Note

Application submitted after the deadline may or may not be considered based on fund availability

TADS Worksheet

You can use the worksheet to familiarize yourself with the application before you begin. TADS cannot accept completed worksheets as your submitted application, please do not mail or fax them to us. To download the worksheet, click here.

Review deadline information to ensure you complete the application on time

TADS

Home Adm

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Eligibility and Special Notes:

- Deadline:
- Year tax deadline:
- Grade eligibility:

If you wish, you may download and complete the TADS Worksheet – this worksheet will allow you to work through the application and enter the information easily online.

TA+D

Home Admi

Before Sta

Please have

- 2015 or
- Your util
- Rent or
- Debt inf

Support

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TADS Financial Aid Application Worksheet 2016-2017 School Year

Completing the application online is easy, fast and secure.
Visit http://www.mytads.com/ to begin the application. go»

This is a worksheet to help you prepare to fill out the TADS Financial Aid Application and WILL NOT be accepted as an application.

You will need the following supporting documentation before you begin:

- Most recently filed federal taxes
- Most Recent W-2's received by all Parents/Guardians listed on application
- Recent pay stubs of jobs that Parents/Guardians currently hold
- All documentation that establishes how much miscellaneous monthly or yearly income you currently receive (i.e. welfare, food stamps, unemployment, workers' compensation)
- All corporate, partnership and trust tax forms, if a Parent/Guardian owns 20% or more interest in a corporation or partnership or if any member of the household owns 20% or more interest in a trust
- Other documentation (recent utility bills, daycare expense, etc.,) may be required

SECTION 3 List all jobs held by Parent(s)/Guardian(s) since January 1, 2015, even if no longer at this job

If Parents/Guardians have held more than four jobs since January 1, 2015, please see your financial aid administrator for an addendum.
If a Parent/Guardian only received a Form 1099, enter that in Section 4.

4. 2015 Wages, Tips, Other Compensation: This value can be found in Box 1 of your 2015 W-2. If you do not have your 2015 W-2 yet, use the year-to-date total off of your last December 2015 paycheck. You may fax the W-2 in later as long as it is before the application deadline.

5. 2016 Estimated Wages, Tips, Other Compensation for this job: If you estimate that your 2016 income from a job will be lower than 2015 income, please attach an explanation of why you believe that will happen.

2. Employer

_____

4. 2015 Wages, Tips, Other Compensation

_____

5. 2016 Estimated Wages, Tips, Other Compensation

_____

SECTION 4 List Business, Farm, Corporation, Partnership, Trust and Miscellaneous Income since January 1, 2015

Complete this section even if the business recently closed, or has just opened. Find your relevant tax form below and enter the corresponding line number values for each field on the application. For example: If you filed Form 1065 because you are involved in a Partnership, you should find 'Partnership - Form 1065' in the section below. You will then notice that there are two numbers, **5.** and **6.** Listed after each number is the action you need to take for that item. Continuing with the Partnership example, you would look at **5.** and notice that it says 'Line 22'. Find Line 22 on the Partnership Form 1065 and enter that number into **5.** 2015 Actual Net Profit on this application. You are required to submit all tax documentation, profit and loss statements and balance sheets along with your application.

Group 1: No additional fee is required if you submitted tax documentation to the federal government for the following group:

Miscellaneous Income - Form 1099: **5.** Line 7, **6.** Leave blank
Profit/Loss from Business - Schedule C: **5.** Line 31, **6.** Line 13
Profit/Loss from Business - Schedule C-EZ: **5.** Line 3, **6.** Leave blank
Profit/Loss from Farm - Schedule F: **5.** Line 34, **6.** Line 14
Estates and Trusts - Form 1041: **5.** Line 22, **6.** Leave blank
Partnership - Form 1065: **5.** Line 22, **6.** Line 16c

Group 2: An additional processing fee is required if you submitted tax documentation to the federal government for the following group (see School Directions for fee information):

Corporation (Short Form) - Form 1120-A: **5.** Line 26, **6.** Line 20c
Corporation - Form 1120: **5.** Line 30, **6.** Line 20
S Corporation - Form 1120S: **5.** Line 21, **6.** Line 14c

5. 2015 Actual Net Profit

_____

6. 2015 Actual Depreciation

_____

7. 2016 Estimated Net Profit

_____

Deadline Note

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TADS Worksheet

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Frequently Asked Questions

How do I go back and make corrections?

Before the final submission, you will have an opportunity to correct any mistakes or omissions you have made to this application.

Why won't it let me continue?

Most likely there is an error that you need to correct. Please look for the errors and make the appropriate corrections.

Can I stop filling out this application and come back at a later time?

Yes. If you have not completed the application, you will start where you left off the next time you log in to our system.

How can I get additional help?

Please visit our help page here.

Continue Application

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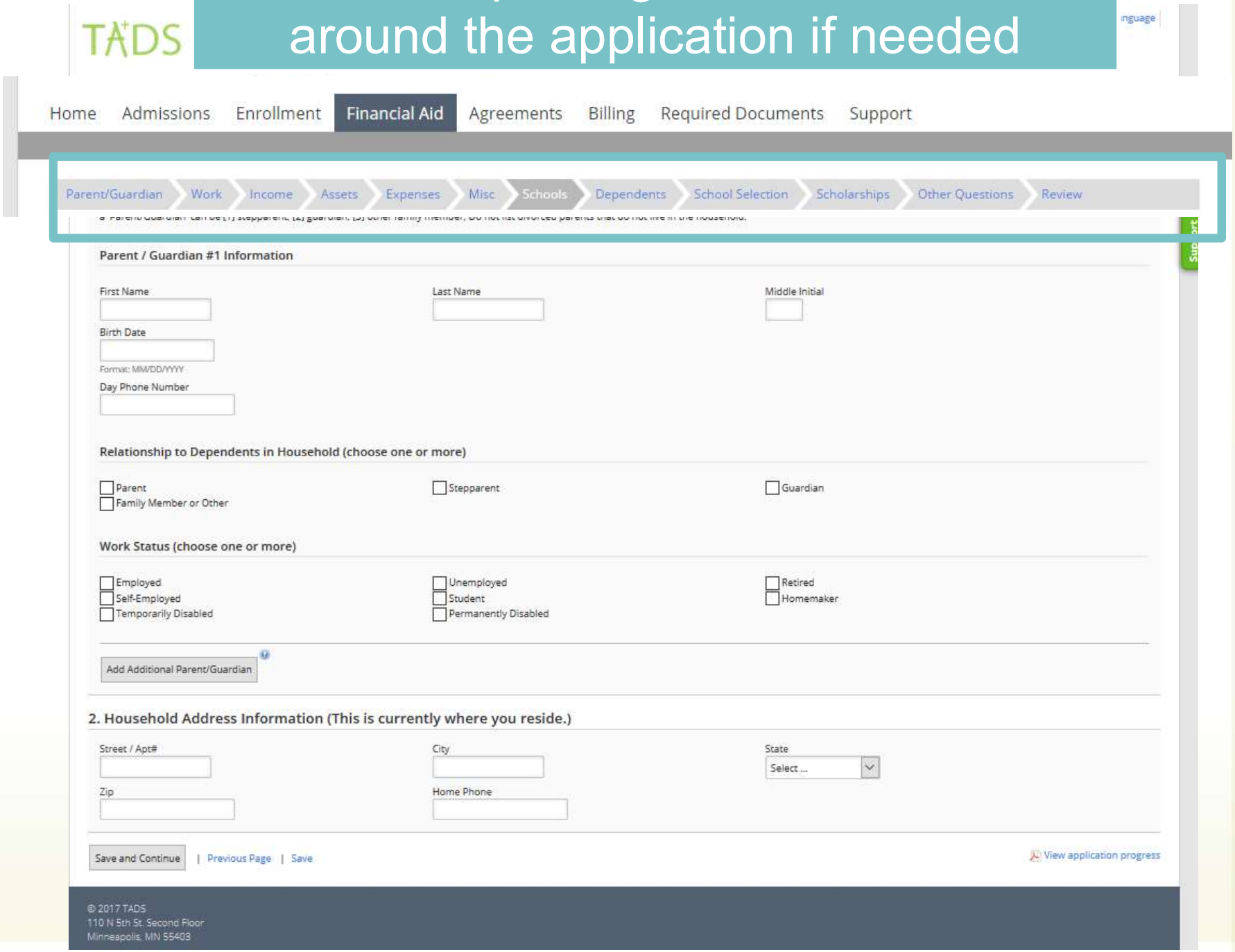
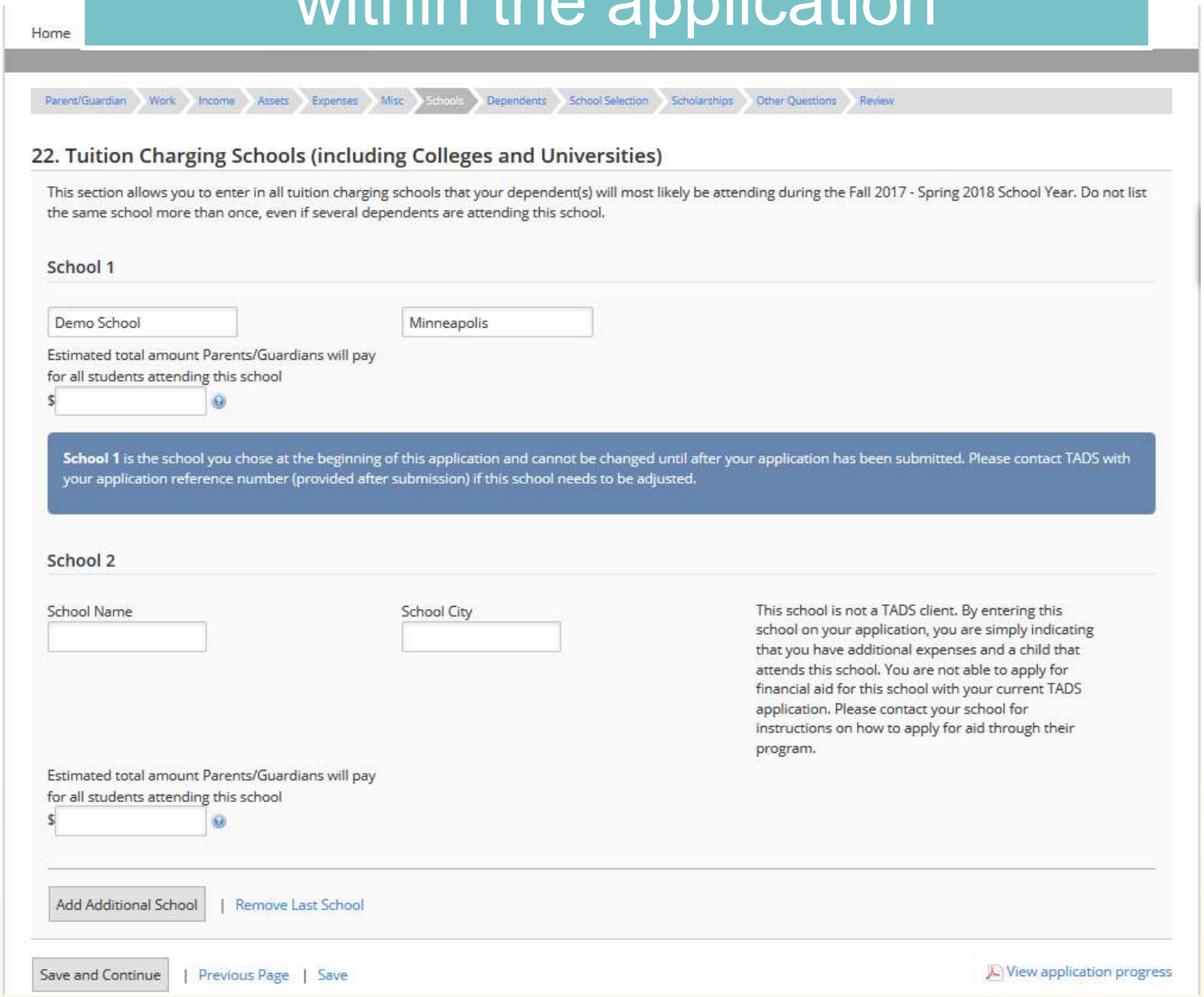
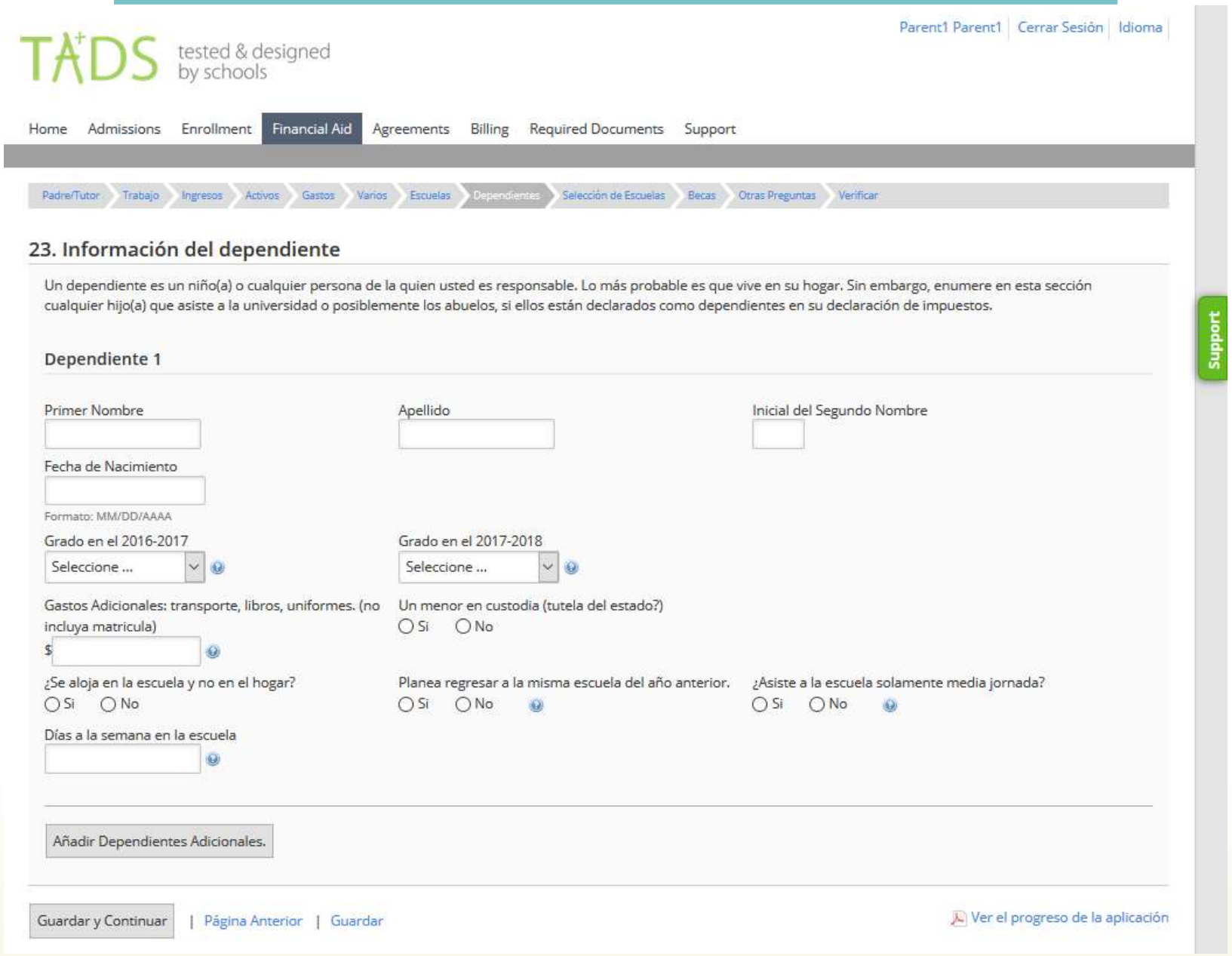
Use the top navigation bar to move around the application if needed



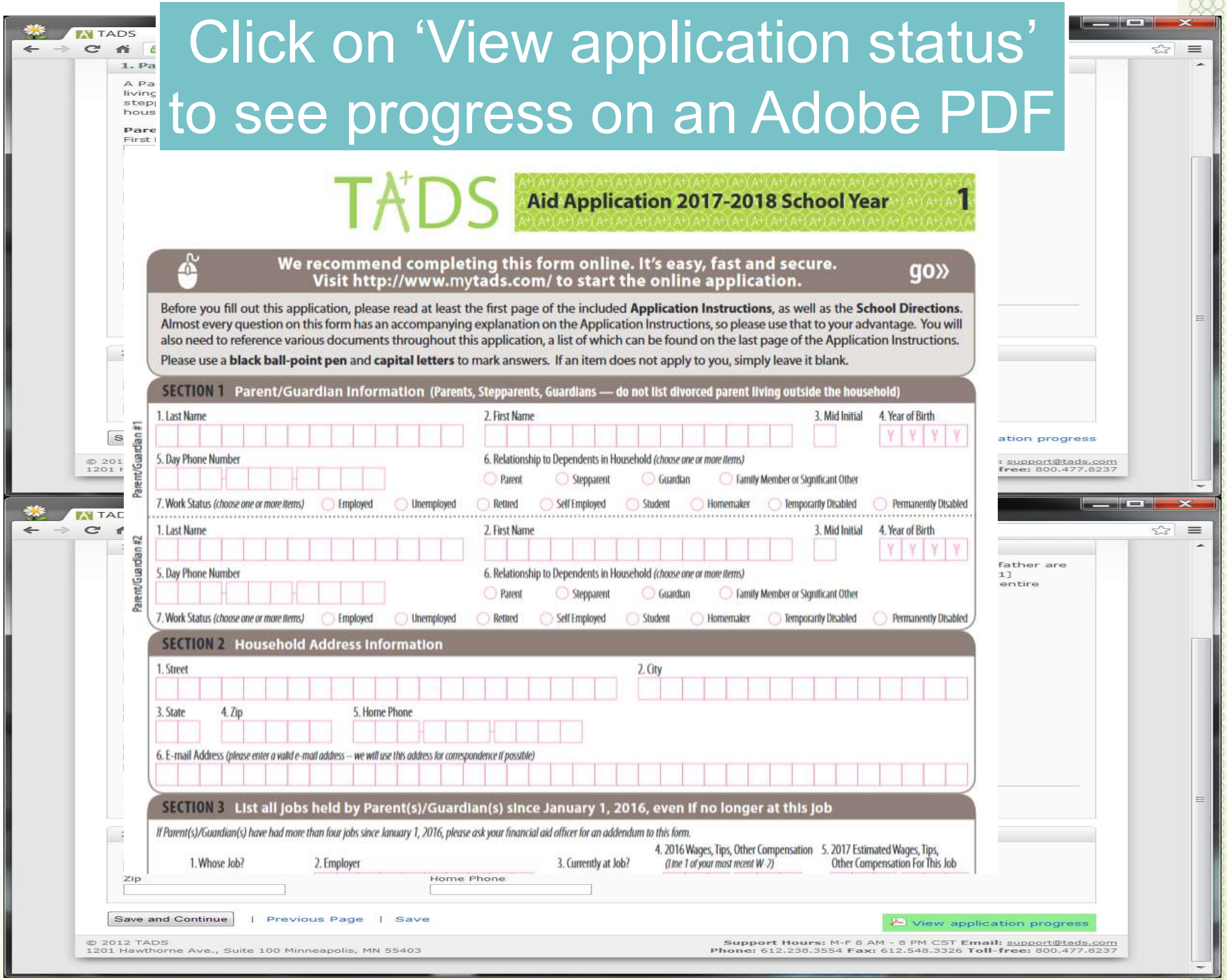
You may enter multiple schools within the application



Spanish version available

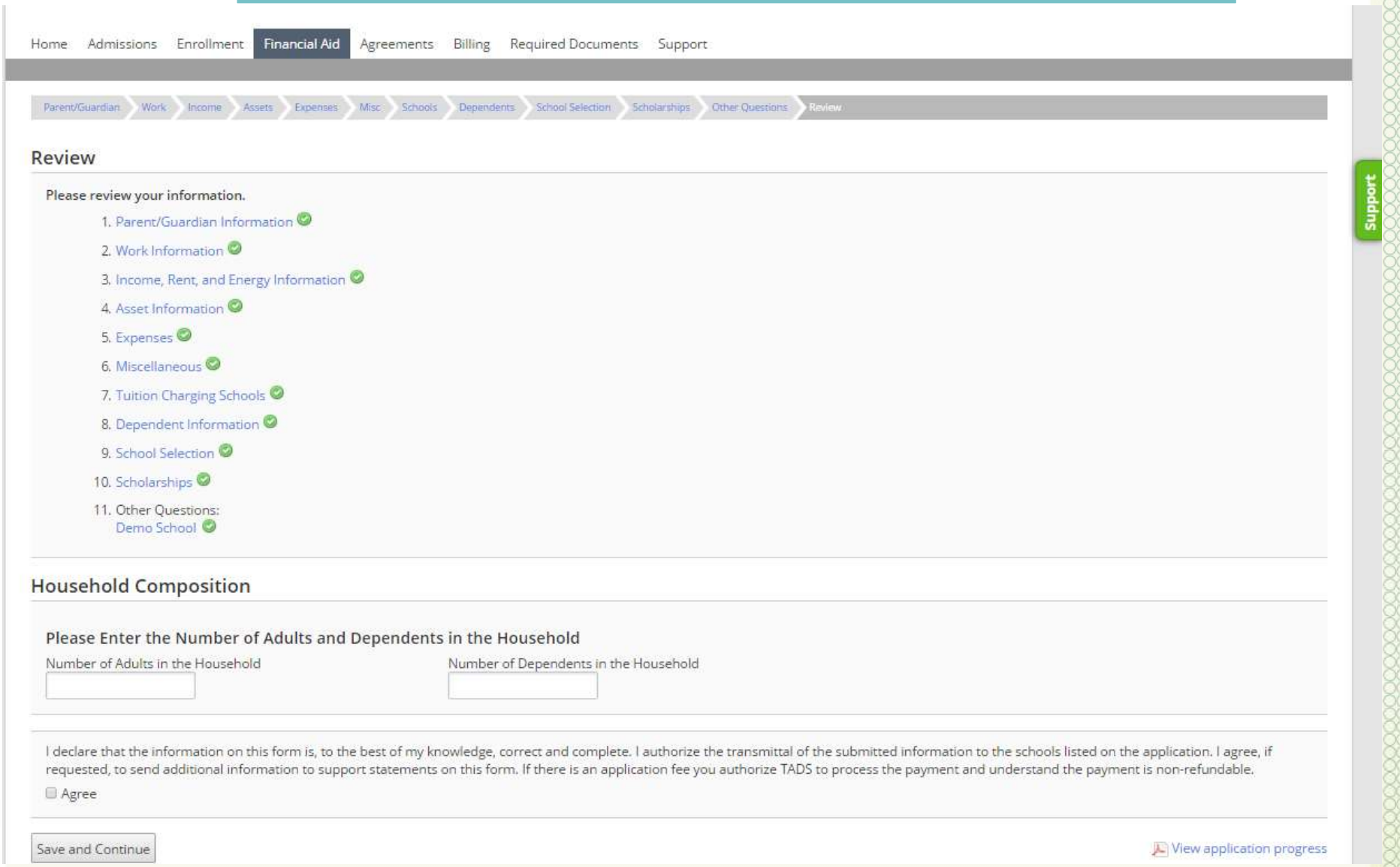


Click on ‘View application status’ to see progress on an Adobe PDF



Supplemental Questions

Review and Payment



TADS Header sheet- Confirmation of completion.

TADS te by

Sign Out | Language

Home | Admissions | Enrollment | **Financial Aid** | Agreements | Billing | Required Documents | Support

View application

Your online application has been submitted

TADS Reference Number: 36236 **1234567**

Click here to print this page

Support

Documentation

Important!

You must upload (preferred method), fax, or mail the supporting documentation listed below. Please submit these documents to us as soon as possible. Please note: TADS will not process your application until the required documentation is received.

If mailing or faxing, **you must print and include this page**, along with your supporting documentation

You may cross out Social Security Numbers on all documentation.

Required Documents

Your complete 2015 filed 1040 tax return. (Documentation on file, please do not resubmit.)

Your complete 2016 filed 1040 tax return must be submitted by 4/15/2017.

Your 2015 W2's for all jobs. (Documentation on file, please do not resubmit.)

Your most recent paycheck stubs for all jobs.

The school(s)/organization(s) you applied to require additional documents sent to TADS:

4506T-EZ

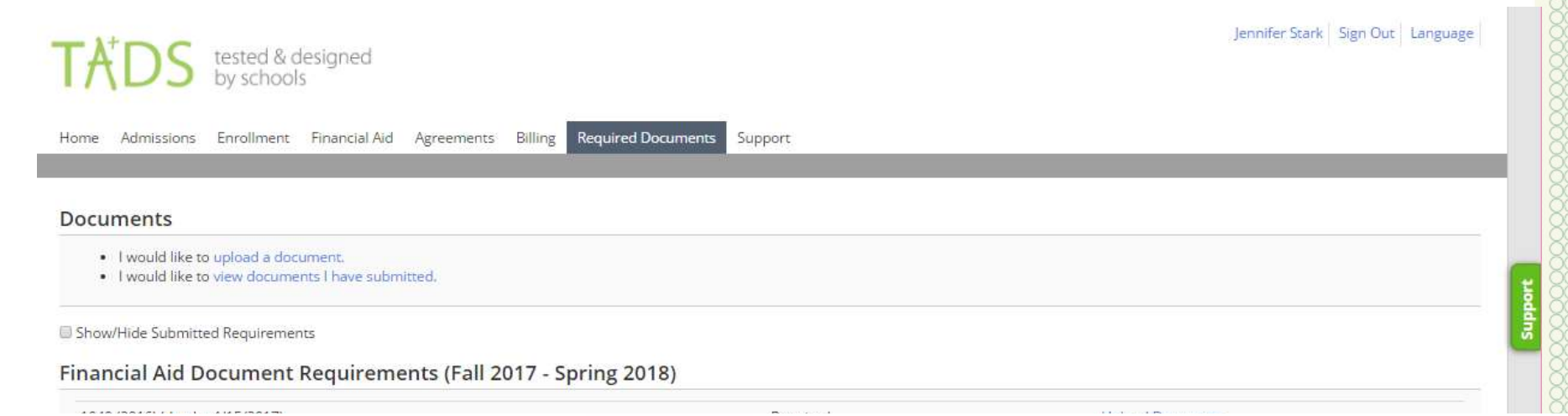
JTO Addendum

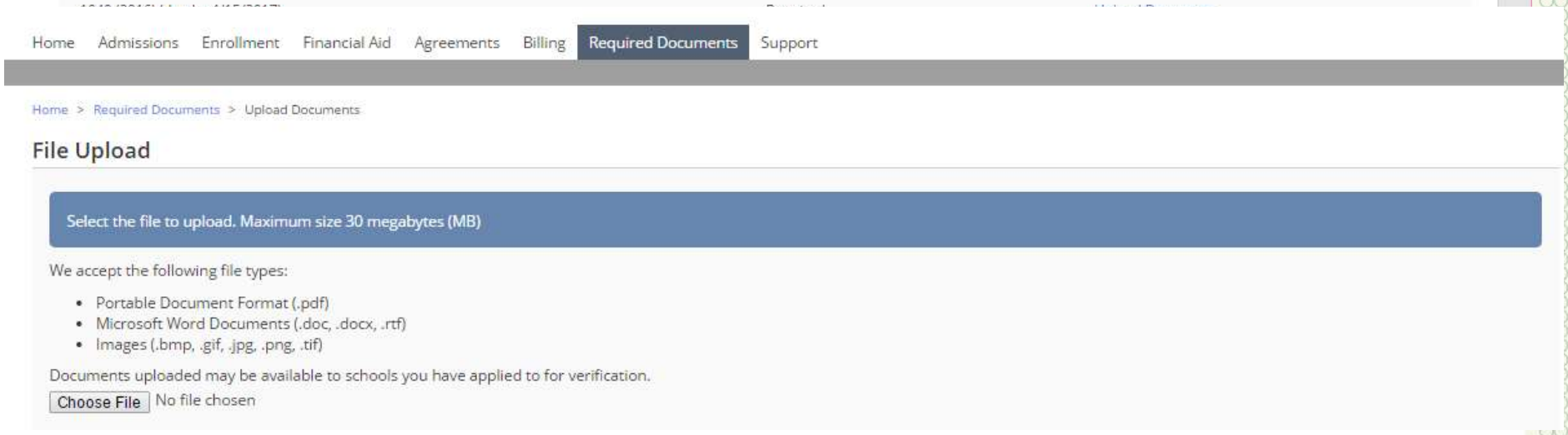
Optional

A letter of special circumstance you would like to write.

How do I send documents to TADS?

Upload (Preferred Method) Link (https://secure.tads.com/Households/Documents/Upload.aspx)
Fax: 612.548.3326
Mail: TADS
110 N 5th St. Second Floor
Minneapolis, MN 55403

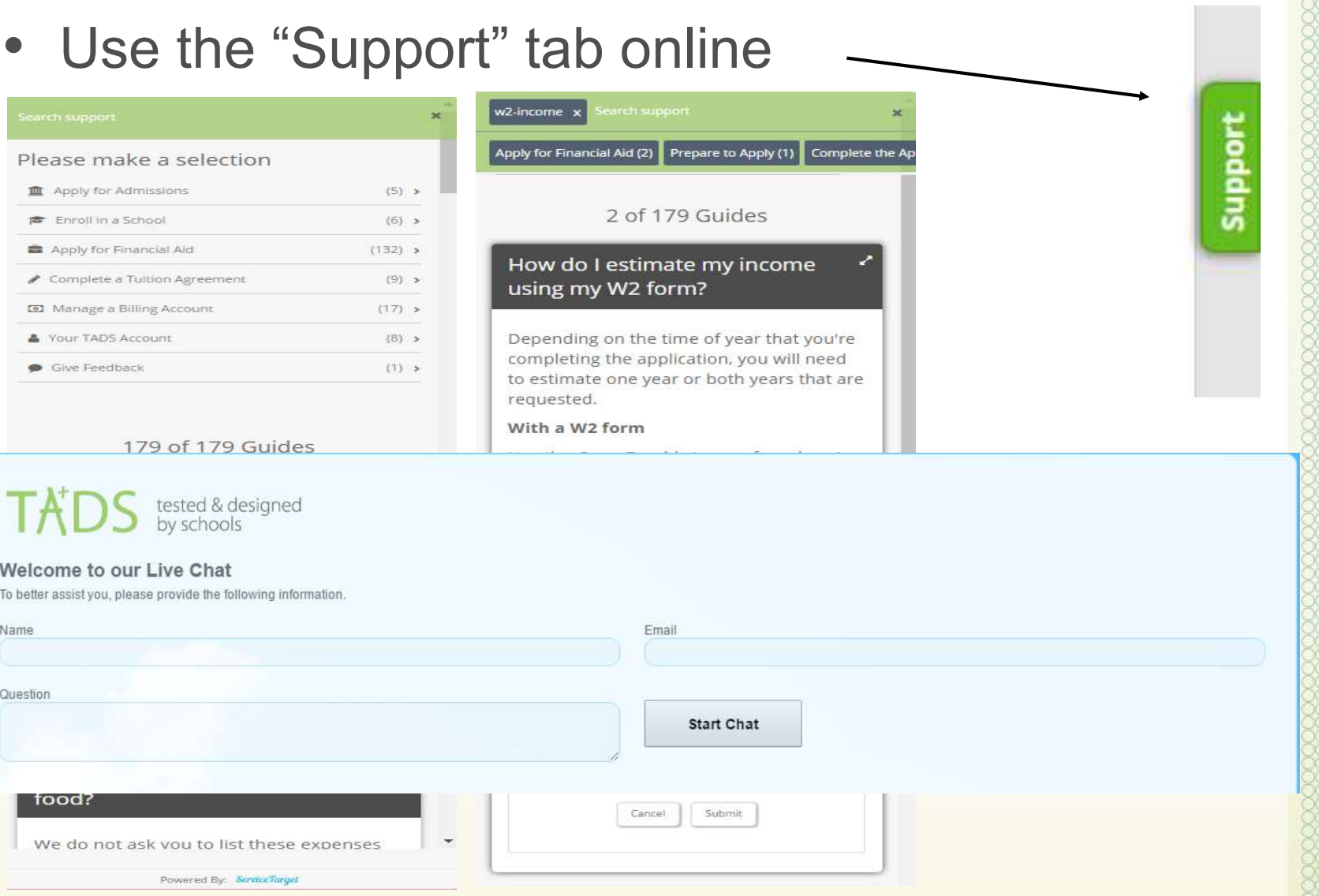




Once your application is complete, you can upload, fax or e-mail your supporting documentation

TADS is here to help!

- Use the “Support” tab online



Questions?

- Support hours are currently M-F, 7am to 8pm Saturday 9am to 4pm, Sunday 10am to 4pm. Call 1-800-477-TADS (8237)
- Email us at support@tads.com

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