

Colgate Financial Aid Portal

Reporting Outside Resources

First, log-in to the student Financial Aid [Portal](#). Make sure you are on the current award year indicated in the top right of the screen.

Select “Supplemental Forms” from the menu at the top left of the screen.

Current Award Year: 20XX-20XX [Log Out](#) [Help](#)

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NY State Supplementary Sheet

Welcome Student

Colgate University Financial Aid Portal

New Students:

- View your financial aid offered (*Financial Aid Summary*)
- Accept or decline Federal Direct Loans and/or Work Study offered (*Pending Aid Offered*)
- Report outside scholarships (*Supplemental Forms*)
- Request to borrow Federal Direct Student Loans (*Supplemental Forms*)
- Submit documents listed as 'not received' (*Documents & Messages*)

Returning Students:

- 2X-2X financial aid offers will be emailed beginning in mid-June.
- Submit documents listed as 'not received' promptly or your aid offer will be delayed.
- If no documents are listed, [contact us](#) if you plan to apply for financial aid.

Domestic Students Applying for Federal Student Aid Only:

- The [FAFSA](#) can be submitted any time during, or in the months preceding, the 2X-2X academic year.
- After your FAFSA is received, complete the Loan Request Form (*Supplemental Forms*)
- Loans for 2X-2X will be processed beginning in late June 20XX

Residents of NY State:

- Complete the [NYS Tuition Assistance Program \(TAP\) application](#).

Returning International Students:

- Your initial application filed prior to enrolling will be used to renew 2X-2X Colgate Grant.

20XX-20XX

- Submit your Consent to Release form** to allow Financial Aid to speak with your parent (*Supplemental Forms*)
- Read [Financial Aid Policies](#)** for important information on eligibility, disbursements, and renewal criteria.
- Fall 20XX billing statement** will be emailed to students from the [Office of Student Accounts](#) in early XX (payment due date Month, X Year)

Questions? [Contact Us](#)
Email: finaid@colgate.edu
Phone: 315-228-7431
Academic Year Hours: M-F, 10am-12pm and 1pm-4:30pm
Summer Hours: M-F, 10am-12pm and 1pm-4pm
Web: <https://www.colgate.edu/financialaid>

Select the “Outside Resource” Form #1 option



Supplemental Forms

Only complete forms that are applicable to you. Once submitted, the Financial Aid Office will process the information you provided. If you have questions, or to amend a form after it was submitted, contact the [Office of Financial Aid](#).

Your Supplemental Forms			
Application	Application Description	Application Status	Status Date
Consent to Release Financial Aid Information	Student's written authorization to disclose financial aid information to third parties (e.g. parents/guardians)		
Consent to Release Aid Status to Colgate Depts.	Student's written authorization to disclose financial aid information to Colgate University Departments		
Consent to Release Aid Status to Outside Agency	Student's written authorization to disclose financial aid information to an outside agency		
Federal Direct Student Loan Request Form	Complete this form to borrow a Federal Direct Loan		
Outside Resource #1 Form	Form for reporting outside resource (e.g. scholarships, tuition benefits, etc.)		

Fill in all three fields with your outside resource information and click “Save and Submit”. The Office of Financial Aid will receive your outside resource information and account for it within your aid package. If any changes to your aid package result, you will be notified via e-mail. If you need to report additional outside resources, complete another “Outside Resource” form and submit it.



Outside Resource #1 Form- Award Year 20XX/20XX

You are required to report all scholarships and educational resources you receive from agencies outside of Colgate University. Examples of outside resources you must report include: scholarships or grants from community organizations, agencies, or companies; tuition benefits from your employer or your parent's employer; resources awarded outside of Colgate University for any educational cost (books, supplies, travel to campus, tuition, room & board, etc.). **You do not need to report Federal or NY State awards (e.g. Pell Grants, Federal SEOG, NY TAP or NY Merit).**

If you receive multiple outside resources, report them one at a time, each on a separate form (after submitting the first form, subsequent forms will be made available on your portal).

For any questions, contact the [Office of Financial Aid](#).

All fields marked with an asterisk are required.

1. What agency/organization/employer is providing this outside resource? *

2. What is the total amount of your outside resource? *

3. When will the outside resource be disbursed/paid?*

Contact us at finaid@colgate.edu or 315-228-7431 if you have questions or if you submit an outside resource form in error.

Clicking **Save** stores your application data. You can return any time to finish filling out your application before submitting it. Clicking **Submit** delivers your application data to our institution for consideration.

The Office of Financial Aid is available at finaid@colgate.edu or 315-228-7431 to help with any questions.