



KAMEHAMEHA SCHOOLS®

APPLICATION CHECKLIST
 Financial Aid and Scholarship Services
 KS College Scholarships
 2021-2022 Academic Year

Checklist to help you complete your KS College Scholarships application by **January 15, 2021**.

- ✓ Utilize the College Board (IDOC) system's document upload feature.
- ✓ Ensure uploaded files are clear and legible.
- ✓ Register with Kamehameha Schools Ho'oulu Verification Services Center. For more information, visit: <http://apps.ksbe.edu/datacenter>.

Step One: Complete CSS Profile Online Application (cssprofile.org):

- Enter Student Social Security Number and Date of Birth.
- Enter the KS Code **0274** as the CSS Code Number.
- Submit \$25.00 payment online or use a KS fee payment code.

Simplified Application for 2020-2021 Awardees – Only one step to complete!

- Complete the Renewal Questionnaire in Net Partner (<https://webapp.ksbe.edu/NetPartnerStudent>).
Eligible students who received prior communication from KS.

Step Two: Submit KS Certification, Affirmation Statement and Short Answer Response

(<https://webapp.ksbe.edu/NetPartnerStudent>):

- **NEW Applicants:** You will receive a KS e-mail with your Student Web ID information. Login to your KS Net Partner account and electronically submit these three documents: the KS Certification, KS Affirmation Statement, then compose your 750 character (approx. 350 word) short answer response and click submit before the deadline.

Step Three: Submit documents as directed below:

College Board (IDOC) Documents

Upload Documents at:
<https://idoc.collegeboard.org>

<input type="checkbox"/>	Filed 2019 Federal Income Tax Return
<input type="checkbox"/>	All 2019 W-2s (employer-issued) and/or 1099s – Total amount of all W-2s must equal wages reported on federal income tax return
<input type="checkbox"/>	All Schedules filed with 2019 Federal Income Tax Return
Additional Documents	Independent Students: <ul style="list-style-type: none"> • Submit your and/or your Spouse's (Significant Other) 2019 financial documents (if applicable) • Means of Support Form (must be completed if you were not required to file a 2019 Federal Income Tax Return). Dependent Students: <ul style="list-style-type: none"> • Submit your and/or your Parent(s)/Step-parent 2019 financial documents (if applicable) • If parents file separately, submit 2019 tax returns for both parents • If parents were not required to file a 2019 Federal Income Tax Return, submit the Means of Support Form • Applicants who are considered dependents by KS guidelines and were not required to file a 2019 Federal Income Tax Return, DO NOT need to submit a Student Non-Tax Filer Form

KS Resource Center (KSRC) Documents

Mail Documents to:
 KS Resource Center - OR -
 567 S King St, Ste 102
 Honolulu, HI 96813

Email Documents to:
ksrc@ksbe.edu

Need assistance? Please contact:
 KS Resource Center
 (808) 534-8080 or +1 (800) 842-4682, press 2
 Email: ksrc@ksbe.edu

<input type="checkbox"/>	Court Documents (TANF/AFDC benefit statement, Ward of the Court, Legal Adoption)
<input type="checkbox"/>	2021-2022 Authorization for Release of Information (ARI) Form available in Net Partner (Optional)