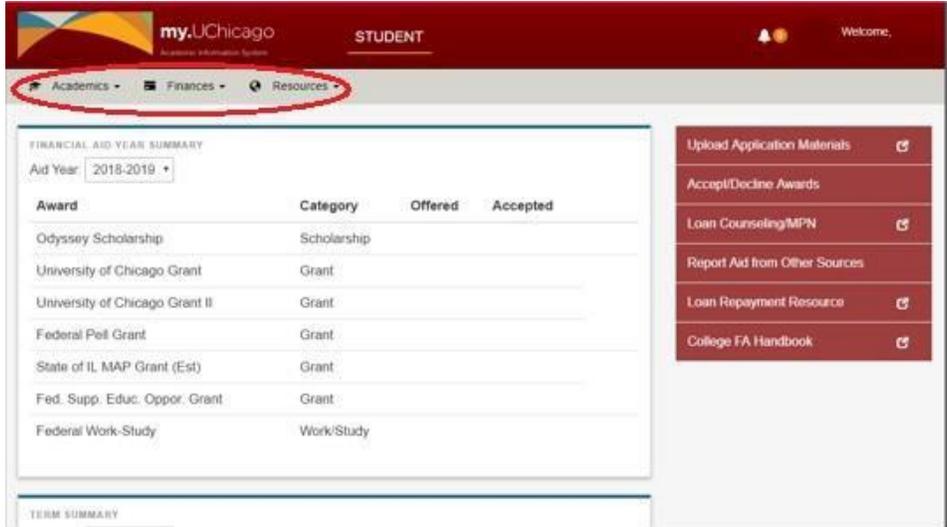


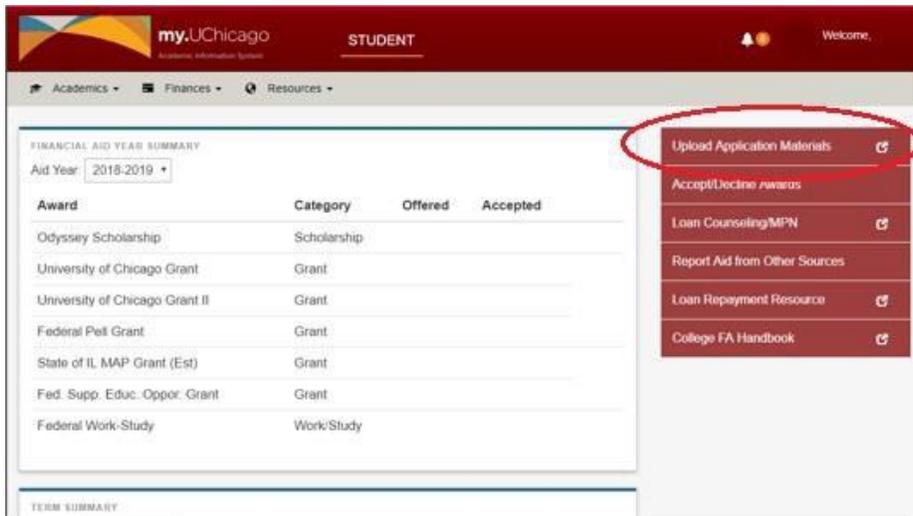
Step 1:

Log into your My.UChicago account, and access your financial aid information.



Step 2:

Click on the "Upload Application Materials" link on the right-hand side of the page.



Step 3:

Your name and student ID will populate. Select the academic year for which you are applying for financial aid via drop down menu. This may not be the year you in which you are currently enrolled (for example, you may be applying for 20XY-XZ renewal, but are currently enrolled in 20XX-XY).

Financial Aid Document Upload

Student: _____ ID: _____ Academic Year: Select One

Use this secure form to upload your financial aid application materials. Once uploaded, your materials will be received by Financial Aid and receipt should be available in my.UChicago within 24 hours. Please visit my.UChicago if you need to review which specific documents are still missing from your file. You do not need to upload all documents listed below, only those that are pertinent to your application for financial aid.

1. Ensure that the document is stored on your computer before beginning the upload process. Acceptable file types are .jpg, .pdf, .doc, .docx, .tiff, .tif and .png. Maximum acceptable file size is 10MB.
2. In the list below, find the document type you wish to upload and select "Attach Files."
3. Select the document or documents from your computer that you wish to attach. Once you have attached a document, you will see the option to "Remove" if needed.
4. Click the "Upload" button next to each attached document to upload the document to the financial aid office. Repeat this step for each document you have attached.
5. Attaching one file with multiple documents rather than uploading each document individually could cause a delay in completion of your file and the receipt of your award notification. Please also be sure to attach all pages of your document to the upload, if there are missing pages this could also delay the awarding process.

Step 4:

You will be prompted to select which document(s) you would like to electronically upload into your financial aid file. Click on the "Attach Files" link under the document you wish to upload. **Do not** upload password protected documents. Follow the prompt to choose the document from your desktop or saved location. Click "Upload" button next to file attached.

Note: If you do not see the document type you wish to upload, please use the "Other Documents" option.

Financial Aid Document Upload

Student: [redacted] ID: [redacted] Academic Year: 20xx - 20xx ▾

Use this secure form to upload your financial aid application materials. Once uploaded, your materials will be received by Financial Aid and receipt should be available in my.UChicago within 24 hours. Please visit my.UChicago if you need to review which specific documents are still missing from your file. You do not need to upload all documents listed below, only those that are pertinent to your application for financial aid.

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Parent 20xx Federal Income Tax Return

Attach Files

Parent 20xx W2 Form

Attach Files

Parent 20xx Tax Transcript

Once you submit your documents, the Financial Aid Department will apply them to your account within 48 hours.