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### **The College Board's Institutional Documentation Service For Returning Students**

The College Board's Institutional Documentation Service (IDOC) will start up in early to mid-February for the 2009-2010 Academic Year. At that time the College Board will send anyone who has filed a 2009-2010 Profile instructions on how to submit tax returns and some supplementary documents to Haverford College using a personalized cover letter provided by IDOC. The College Board will collect the returns and forms at no cost to students and their families and make the information available on a secure server to the colleges you have applied to and use the IDOC service. The instructions from the College Board will provide a cover sheet that must be used to submit information to IDOC.

Haverford College requires all current/returning students to submit the following returns and forms to IDOC (do not send these items directly to the Haverford College Financial Aid Office):

- A signed and complete copy of all pages and schedules of the student's and the parents' 2008 U.S., Puerto Rico, or foreign tax return plus W-2's and 1099's.
- Business/Farm Supplement and Business/Corporate Tax Returns
- Noncustodial Parent's Statement and Noncustodial parent's tax returns

More complete information on forms and deadlines is available at [www.haverford.edu/finaid](http://www.haverford.edu/finaid).

After the IDOC startup date and after you file the Profile, you may access your personalized cover sheet at <https://idoc.collegeboard.com>. If you have questions about the IDOC service, need additional copies of the IDOC cover sheet, or have questions about the processing status of your family's documents sent to IDOC, go to the IDOC "Frequently Asked Questions" page at [https://idoc.collegeboard.com/idoc/idochelp\\_faq.jsp](https://idoc.collegeboard.com/idoc/idochelp_faq.jsp) or call IDOC at (954) 622-1484.

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