



CORONAVIRUS UPDATES

Posted on: 3/16/2020

Effective Monday, March 16, 2020 the College Planning Center will be taking phone appointments only.

The College Planning Center is currently exercising social distancing as a recommended measure to help limit the spread of coronavirus for the health and well-being of our employees and the customers we serve. CPC Counselors will continue to assist customers, by appointment, via phone only, until cautionary measures are no longer required.

- Schedule an appointment: <https://booknow.appointment-plus.com/18ekl09v/10>
- Phone: 401-736-3170
- Email: staff@cpcri.org

If you have an appointment currently scheduled, one of our counselors will call you at your designated appointment time.

In order to make discussion as productive as an in-person visit, please have the following items on hand. Should you need to share a document with one of our counselors, you can take a picture of the document with your phone and email to us for viewing.

FOR FAFSA Completion: see below [FOR CSS Profiles:](#) Click link to see requirements
Parent MUST be a participant in the call. Student is not required to attend.

- **Create FSA ID's for both parent and student at fsaid.ed.gov prior to appointment.**
- A list of the schools the student is applying to
- Entire **2018/19 federal tax return**, for parents and student
- 2018 W2's (or last pay stub from 2019)
- Please be sure you know parent's date of marriage and if divorced, date of divorce (month & year only)
- Resident card number (if applicable)
- Please know how much is in your checking and savings (parent and student)
- Annual amounts of untaxed income received in the household (*SSDI, child support*)
- Total value of all investments (stocks bonds, 529 plans, mutual funds, CD's, NOT retirement)
- If you own a business, please know the total value of the business (*buildings and equipment*) and how much you owe on the business

We thank you for your patience and understanding. Our goal is to continue to provide you the best quality service even during these exceptional circumstances.