

Creating a CSS Profile Account for Parent Use

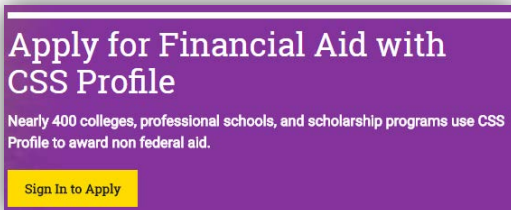
To complete a CSS Profile, you need to have a College Board **student** account. This can be confusing when you need to complete the CSS Profile as a **parent** (for example, as a noncustodial parent). Below are important tips and instructions to help you create an account as a parent.

Important Tips

- * **Create the account using your (the parent's) information, not the student's**
- * **On the "Getting Started" screen of the CSS Profile, update the pre-filled information (name & email address) to the student's information**

Creating an Account

1. Go to <https://cssprofile.collegeboard.org/>
2. Click **Sign In to Apply** in the header of the page



3. Select the application award year (e.g. **Sign In 2018-19**)
4. Click **Sign Up**
5. Complete the form **using your (the parent's) information, not your student's information.**

Note: You only need to provide information marked by a red asterisk*.

Accessing the CSS Profile Application

1. Go to <https://cssprofile.collegeboard.org/>
2. Click **Sign In to Apply** in the header of the page
3. Select the application award year
4. Sign in using the account you created

A screenshot of the "Sign In" form on the CSS Profile website. The form has a white background and a light gray border. It contains two input fields: the first is labeled "Example" and the second is for a password, indicated by asterisks. Below the password field is a checkbox labeled "Remember me". To the right of the checkbox is a blue button with the text "Sign in" in white. At the bottom of the form, there are two links: "Forgot Username?" and "Forgot Password?" in blue text.

5. On the first page of the application **you must correct any pre-filled information to your student's information** or your student's colleges will not be able to process your application.

Complete your CSS Profile application at <https://cssprofile.collegeboard.org>