



Submitting Required Additional Information

1. Log in to MaineStreet at mainstreet.maine.edu.

2. Navigate to Student Self-Service > Student Center > To Do List. The To Do List displays outstanding requests for information. Click on 'Details' and you can the information requests. You can click on each item individually.



If the information requested is a form, it will be linked to the To Do List checklist item and may be obtained in .pdf format by clicking on the item.

To Do List

Below is a list of your current To Do items. To sort or filter your list of To Do items, change the options below and click Search.

View your To Do Items by

Due Date

Institution

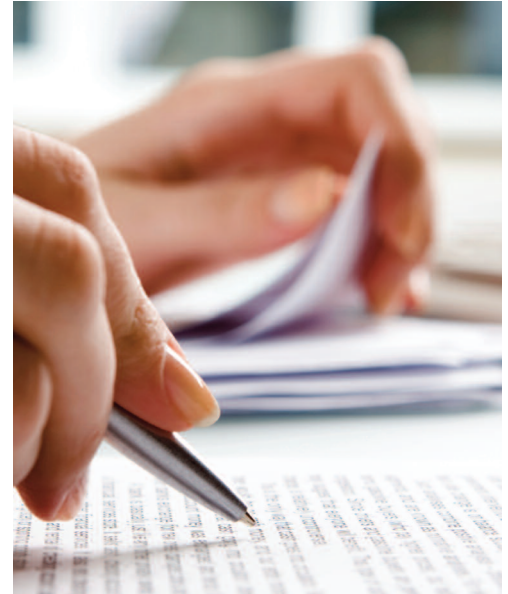
Function

To Do Item	Due Date	Institution	Administrative Function	Status
2012 Parent IRS Data Retrieval	05/15/2013	University of Maine	2012 Parent IRS Data Retrieval	Initiated
2012 Student IRS Data Retrieval	05/15/2013	University of Maine	2012 Student IRS Data Retrieval	Initiated
2014 Dependent Verification	05/15/2013	University of Maine	2014 Dependent Verification	Initiated

3. Items that are not directly linked to a form have instructions to guide you through the process of completing the To Do item.

NOTE: OUR OFFICE CANNOT ACCEPT COPIES OF YOUR 2012 FEDERAL TAX RETURN IN LIEU OF REQUESTS FOR IRS DATA RETRIEVAL.

Only submit information that is required on your MaineStreet To Do List!



4. If you require assistance with MaineStreet, please contact the IT Help Desk at 207.581.2506.

If you have questions or concerns regarding any of the items on your MaineStreet To-Do list, please contact our office.

VERY IMPORTANT: *Students who file the 2013-2014 FAFSA by March 1, 2013 must submit To Do List information requests by May 15, 2013 to maintain on-time filing status and receive the most financial aid possible.* All other students must submit items as soon as possible.

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