Completing the Application Online

STEP ONE: Apply on-line With Clarity Financial

- Starting on **August 15, 2025**, go to **Clarity Application** https://app.clarityapp.com/sign-up
- Sign up for the Clarity application account to apply for financial aid by **January 31, 2026.**
- Complete the application, which typically takes less than 30 minutes to fill out. The Clarity application is mobile friendly so you can complete it from anywhere.
- You only need to complete one Clarity application even if you have several children applying to separate schools. In case of divorce, each parent /household must complete one PFS and send in all required documents. The Financial Aid Committee will consider the resources of both natural parents. If the custodial parent has remarried, we consider the resources of the stepparent, bearing in mind the obligation the stepparent has toward his or her own natural children. If the non-custodial parent is not involved in a student's life, the custodial parent can submit a letter from a third party (clergy, lawyer, doctor, school official, social worker) that states this fact in lieu of the non-custodial parent submitting his or her financial information. Please contact the Director of Financial Aid if you have any questions about this situation.
- The Clarity application will ask you to identify the name of the school(s) you wish to receive your report. **Baylor's code is 5632**. If you are applying for financial aid at more than one school using Clarity, only one application must be completed. Simply use the dropdown menu in the application to select those schools.
- Submit and pay the non-refundable fee of $65.00 for the application.

STEP TWO: Upload Required Tax Information And/or Additional Documents

1. **Uploading documents:** While Clarity will pull your 2024 Form 1040 and your 2025 Form W-2, from the IRS, we need for you to manually upload your 2024 Form 1099 for each parent in the household if this applies to your household.
2. If you receive US W2s or file taxes in the US, create an account with the IRS:
    - Go to IRS.gov. Click on "Sign in" in the top right corner.
    - Find the box labeled "Individual" and click on "New to individual account? Get started." **Individual is anyone who files their personal taxes as single, married filing jointly, married filing separately, head of household, or qualifying widow/widower.**
    - Click "Sign in or create an account" to get started. The account creation process will require users to verify their identity by using a form of official identification and taking a selfie. **This is a one-time step that is a security measure required by the IRS** to protect against identity theft and the compromise of personal information. Once their account is set up, this step will not be required for subsequent logins.

NOTE: Upon completion of IRS Form 4506-C, IVES Request for Transcript of Tax Return (completed in the Clarity application), Clarity gains access to the required 2024 Form 1040 tax documents for assessing the application. Additionally, once you create your IRS account, you will not have to complete this extra step again in future years and will have the ability to authorize up to three years of taxes to share with us and any other school(s) you are applying to.

3. If you are an international applicant and do not have tax documents from the United States, you must complete the Clarity application, the International Financial Aid Form (found on our website), upload your 2023 and 2024 tax form from your current residence (in English; for example, the T1 for Canada), and a proof of income statement (paystub, etc.; for example, the T4 for Canada). These additio0nal documents should be uploaded into your Clarity account.

If you need support during the process of completing your application, there is in-app support available through the "Help" button in the bottom left of the screen, as well as email and phone support at support@clarityapp.com or 206-210-3752, in both English and Spanish. The application itself is also fully translated into Spanish. For more specific details on the application process, view Clarity's Quick Reference Guide and Family Application Guide.

Finally, we have a wealth of information on the Baylor School website (www.baylorschool.org) under the banner of Admission and in the Tuition and Financial Aid section of the website. I am available for individual meeting, either in person or by Zoom, whichever may be more convenient for you. You will find my appointment calendar at https://www.baylorschool.org/admission/tuition-financial-aid/financial-aid-appointments.

Sincerely,

Bill Murdock '81
Director of Financial Aid and Scholarships

Family Support Contact Information

All available in English and Spanish. The application itself is also fully translated into Spanish using the drop-down in the lower left corner.

- In-app support through the "Help" button in the lower left corner
- Email support at **support@clarityapp.com**
- Phone support at 206-210-3752

Family Support Hours

Standard (April through September)

- Monday to Friday, 8 am to 8 pm ET
- Extended Peak (October through March)

Email and Chat Support

- Monday to Friday, 8 am to 11 pm ET
- Saturday and Sunday, 9 am to 5 pm ET

Phone Support

- Monday to Friday, 8 am to 8 pm ET
- Saturday, 9am to 5 pm ET