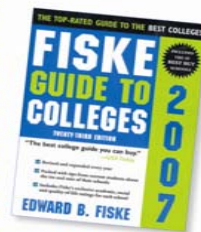


# Huntington High School

## Completing the 2007-2008 FAFSA on the Web Worksheet



Adelphi University was recognized as a “Best Buy” in higher education. Adelphi is the only school on Long Island and one of only 26 private institutions in the nation to earn this recognition.



# The Sections of the 2007-2008 FAFSA-- one step at a time

ADELPHI  
UNIVERSITY

Section 1 – Student Specific Data

Section 2 – Student Status

Section 3 – Parental Information

Section 4 – Student Finances

Section 5 – Schools to Receive



FAFSA Worksheets – 2006 Calendar  
Year

# Application Tips

1. Find out application requirements and deadlines.
2. Fill out forms completely
3. Print out copies of all completed online forms
4. Comply with all information requests
5. Meet deadlines (print confirmation page)

## *IMPORTANT ONLINE APPLICATION TIPS:*

1. First, obtain Pin #'s' for student and parent  
Go to [www.pin.ed.gov](http://www.pin.ed.gov)
2. Use FAFSA on the Web Worksheet to collect information before inputting data online

# Is There Life *After* Missed Deadlines?

Yes, but . . . . .

- Award letter may be delayed
- Certain funds may be unavailable:
  - **Institutional grants & scholarships**
  - **Certain Federal grants**
  - **Work-Study**
  - **Low interest or interest free loans**



# Getting Ready

ADELPHI  
UNIVERSITY



- Gather records you will need
  - Student's Driver's License and Social Security Card
  - Parents' Social Security Card
  - W-2 forms and other records of money earned in 2006
  - 2006 Federal Income Tax Returns and applicable schedules
  - Records of Untaxed Income
  - Current Bank Statements
  - Business and Farm Records
  - Records of Stocks, Bonds and Other Investments

# Getting Started

- Read and refer to all instructions and remember that you will apply online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
- Not all of the questions from FAFSA on the WEB appear in this Worksheet, but questions are generally ordered as they appear online.
- You will complete this worksheet to use FAFSA on the WEB. Keep in mind that sections in purple on the screens require parent information.

# FAFSA on the Web's Homepage



U.S. Department of Education **FREE** Application for Federal Student Aid Web Site.

## FAFSA ALERTS:

### Deadlines:

Submit 2005-2006 FAFSA on the Web Applications by **midnight Central Daylight time**, June 30, 2006.

Submit 2006-2007 FAFSA on the Web Applications by **midnight Central Daylight time**, July 2, 2007. [More>>](#)

### Scheduled Maintenance:

FAFSA on the Web will be unavailable on every Sunday from 5 a.m. to 11 a.m. (Eastern Standard Time). We apologize for any inconvenience this may cause. [More>>](#)

## Before Beginning a FAFSA

### Get organized!

To simplify filling out the application, gather the required documents and other information.

- ▶ FAFSA on the Web Worksheet
- ▶ Find my school codes
- ▶ Students and Parents apply for a PIN
- ▶ Check Deadline Dates

## Filling Out a FAFSA

### Fill out the application!

FAFSA has seven steps that ask about you, your school plans, financial information and more.

- ▶ Fill out a FAFSA
- ▶ Llenar la FAFSA en español
- ▶ Fill out a Renewal FAFSA
- ▶ Llenar la FAFSA de Renovación en español
- ▶ Continue working on a saved FAFSA
- ▶ Sign Electronically with your PIN

## FAFSA Follow-up

### Find your FAFSA online!

You can go back to your FAFSA to check status, make corrections to a processed FAFSA and get other information.

- ▶ Check status of a submitted FAFSA or Print Signature page
- ▶ Make Corrections to a Processed FAFSA
- ▶ View and Print your Student Aid Report

PRIVACY & SECURITY

STUDENT AID ON THE WEB

# FAFSA on the Web Worksheet

- The order of the questions within FAFSA on the Web is different than the order of the questions on the paper FAFSA
- The FAFSA on the Web Worksheet presents the questions in the same order as they are presented within FAFSA on the Web
- Do not fill out a paper FAFSA form prior to filing the FAFSA on the Web; use the FAFSA on the Web Worksheet instead
- Worksheets A, B, and C are part of the FAFSA on the Web Worksheet
- Do not mail the FAFSA on the Web Worksheet or any of the other worksheets; they are for use in preparing for the online application

# Section 1: Student Information

- List the **student's** name and Social Security number **exactly** as they appear on the Social Security card (both will be compared through a database match process). Do not use **nicknames**.
- List the student's state of residence using permanent mailing address. Give the two-digit state code.
- List student's driver license number

# Section 1: Student Information

## **Driver's license number if applicable**

Are you a U.S. Citizen?

A ) If U.S. citizen, status will be confirmed by Social Security match.

B ) Eligible non-citizens include:

- U.S. permanent residents with I-151 or I551
- Conditional permanent residents with I-151C
- Eligible non-citizens with I-94
- Documentation of these statuses may be requested by the financial aid office.

# Section 1: Student Information

## **Citizenship questions (continued)**

If neither a U.S. Citizen or an eligible non-citizen, student is ineligible for federal aid, but might still may be eligible for state or institutional funds.

If eligible non-citizen, write in student's eight- or nine-digit Alien Registration Number. (A copy of the card may be requested by the financial aid office)

## **Student's marital status as of today**

Be careful not to list your parent's marital status!

# Section 1: Student Information

Did you become a legal resident of your state before January 1, 2002?

- **If no, give month and year student became a legal resident.**

Important Reminder.....

- Male students who are 18 years old must be registered with Selective Service to receive federal aid.

# Section 1: Student Information



What degree or certificate will you be working on during 2007-2008?

Indicate the most immediate degree or certificate objective toward which the student will work during the 2007-2008 school year.

What will be your grade level when you begin the 2007-2008 school year?

If a high school senior, answer “never attended college” and “1st year undergraduate,” even if student completed some college coursework while still in high school.

# Section 1: Student Information

- What do you expect your enrollment to be?
  - Full-time 12 credits or more per semester
  - $\frac{3}{4}$  time 9-11 credits per semester
  - $\frac{1}{2}$  time 6-8 credits per semester
  - Less than  $\frac{1}{2}$  time 1-5 credits per semester
  - NOT SURE This status usually default to full-time

# Section 1: Student Information

- In addition to grants, would you like to be considered for other types of aid like work study (earnings) or for student loans which you must pay back? **Check off your interest.**
- Are you interested in work-study employment?
  - If student is at all interested in either student loans or student employment, mark “yes.”
    - Answering “no” may restrict some of student’s options for certain limited loan and work-study funds
    - Answering “yes” does not obligate student to either program, nor will it cause student to lose out on ‘gift aid’
- Will you have your first bachelor’s degree by July 1, 2007?  
**This questions is very important and requires a simple “yes” or “no”**

## Section 1 – Student Information

- **Highest school your father/mother completed**  
*Optional parental educational information*
- Have you ever been convicted of possessing or selling illegal drugs while you were receiving federal aid? Do not leave blank
- ***If student has never been convicted of any illegal drug offense, answer “no”.***
  - A drug related conviction does not necessarily make student ineligible for aid; a worksheet will be mailed to those who answer “yes” and this will help determine if the conviction will affect aid eligibility.

## Section 2: Student Dependency

- Were you born before January 1, 1984?
- At the beginning of the 07-08 year will you be working on a graduate degree?
- As of today are you married?
- Do you have children for whom you supply more than 50% of their support?
- Do you have dependents other than children/spouse for whom you supply more than 50% of their support?
- Are both of your parents deceased or are you a ward of the court?
- Are you currently serving on active duty in the U.S. Armed Forces (other than training)?
- Are you a Veteran of the U.S. Armed Forces?

## Section 2: Student Dependency Status

- If the student answered “**yes**” to any question in this section the student is considered an **independent** student for FAFSA filing purposes.
- If the student answered “**no**” to all questions in this step the student is considered a **dependent** student and is required to provide parental information even if not claimed on parental tax return.

## Section 3: Definition of Parent

See full instructions about who is considered a parent for purposes of completing this Section. *Do not include legal guardians!* Keywords are *biological or adoptive parents.*

- Married – (Both are living and married) answer questions about both parents
- Remarried (custodial parent as of the date you complete form) -answer for that parent and their new spouse.
- Divorced or separated – Use information about the parent you lived with most in the past 12 months
- Widowed or single – answer questions about the surviving parent

# Section 3: Parent Information

- What is your parents' marital status as of today.  
Today is the key word for determination
- What is the month and year your parents were married, remarried, separated, divorced or widowed?  
Month/year of parent's marriage/remarriage, separation, divorce, death

**NOTE:** The Department of Education has the authority to verify income reported on the FAFSA with the Internal Revenue Service (IRS).

# Section 3: Parental Information

- In 2006, did you, your parents, or anyone in your parents' household receive benefits from any of the federal benefit program listed?
  - SSI
  - Food Stamps
  - Free/Reduced School Lunch
  - TANF
  - WIC

# Section 3: Parent Finances

Have your parents completed a 2006 IRS income tax return or other income tax return?

- Indicate parents current tax filing status for 2006.

What income tax return did your parents file or will they file for 2006?

- Indicate the type of tax return parent(s) filed or will file for 2006?

**If your parents have filed or will file a 1040, were they eligible to file a 1040A or 1040EZ?**

- Even if parent(s) did not file a 1040A or 1040EZ, read the instructions to see if they would have been eligible to do so. This could affect your family contribution.

• What was your parents' adjusted gross income for 2006?

- Use tax return information to fill out AGI. **Pay attention to specific line-item numbers on the tax return.**
- If they've not yet filed, they'll need to estimate their information for these questions

# Section 3: Parent Finances

How much did your parents earn from working (wages, salaries, tips, combat pay in 2006?

- These figures may be different than the adjusted gross income figure on their tax return. Use W-2 forms and other records to list all income earned from working in 2006.
- Form 1040 - lines 7+12+18 + Box 14 of IRS Schedule K-1, Form 1065, 1040A, line 7, or 1040EZ - line 1. Telefilers should use W-2's.

# Section 3: Parent Information

- What is your parents' email address?
  - optional answer
- What is your father's (or stepfather's) SSN, last name, and date of birth?
- What is your mother's (or stepmother's) SSN, last name, and date of birth?

# Section 3: Parent Information

What is your parents' state of legal residence?

- Indicate the two-digit state code for parents' true, fixed and permanent home. (Questions are used for state award purposes only.)

Did your parents become legal residents of your state before January 1, 2002?

- **If no, give month and year legal residency began for the parent who has lived in the state the longest.**

# Section 3: Parent Information

- What was the amount your parents paid in income tax for 2006?
  - Use tax return information Pay attention to specific line-item numbers based on tax form used.
  - If parents have not yet filed, it will be necessary to estimate information for these questions.
- Enter your parents' exemptions for 2006

# Section 3: Parent Information

- How many people are in your parents' household?

Include:

- Student and parents
- Parents' other children, if parents provide more than half their support from 7/1/07 – 6/30/08 or the children could answer “no” to every one of the dependency questions.
- other people, if they now live with parents, if parents provide more than half their support, and will continue to provide that level of support from 7/1/07 through 6/30/08.
- A grandparent could meet the “other” criteria

# Section 3: Parent Information (worksheets)

Your parents' amount from FAFSA Worksheet A and B  
– To answer, carefully complete the **right** column of Worksheet A and B (see instructions).

Your parents' amount from FAFSA Worksheet C  
– Likewise, to answer this question complete the **right** column of Worksheet C (see instructions).

**NOTE:** A copy of these worksheets might be requested by the financial aid office, so keep a copy on file for your records.

# Section 3: Parent Asset Information

- As of today, what is your parents' total current balance in cash, savings, and checking accounts?
- As of today, what is the net worth of your parents' investments, including real estate (do not include their primary residence)?
- As of today, what is the net worth of your parents' business and/or investment farms?
  - Indicate all asset amounts as of FAFSA completion date.

# Section 4: Student Finances

Have you completed a 2006 IRS income tax return or other income tax return?

- Indicate student's current tax filing status for 2006.

**What tax return did you or will you file for 2006?**

- Indicate the form used or the one that will be used.

If you filed or will file a 1040, were you eligible to file a 1040A or 1040EZ?

- Even if student did not file a 1040A or 1040EZ, read the instructions to see if he/she would have been eligible to do so. This could affect your family contribution.

# Section 4: Student Finances



- What was your (and your spouse's) Adjusted Gross Income, Income tax and exemptions for 2006?
  - Use tax return information Pay attention to specific line-item numbers based on tax form used.
  - If student has not yet filed, it will be necessary to estimate information for these questions.
- How much did you (and your spouse) earn from working (wages, salaries, tips, combat pay) in 2006?
  - This may be different than the adjusted gross income figure on tax return. Use W-2 forms and other records to list all income earned from working in 2004. **1040 - lines 7+12+18 + Box 14 of IRS Schedule K-1, Form 1065, 1040A line 7 or 1040EZ line 1.**

# Section 4: Student Household

*Dependent students (those who answered NO to all dependency questions skip this section*

How many people are in your household?

- Count yourself (student) as a college student even if you will attend college less than half-time in 2007-08.  
**Do not include your parents.**

**How many people in the question above will be college students in 2007-08?**

- Include others in the household size only if they will attend at least half-time in 2007-08 in a program that leads to a college degree or certificate.

# Section 4: Student Finances

- In 2006, did you (or your spouse) or anyone in your household receive benefits from any of the federal benefits programs listed below:
  - SSI
  - Food Stamps
  - Free/Reduced School Lunch
  - TANF
  - WIC

# Section 4: Student FAFSA Worksheets A,B, and C

Your amount from FAFSA Worksheet A and B

- To answer, carefully complete the **left** column of Worksheet A and B (see instructions).

Your amount from FAFSA Worksheet C

- Likewise, to answer this question complete the **left** column of Worksheet C (see instructions).

**NOTE:** A copy of these worksheets might be requested by the financial aid office, so keep a copy on file for your records.

# Section 4: Student Assets and Veterans' Benefits

- **As of today what is your (and your spouse's) total current balance of cash, savings and checking accounts?**
  - Give the amount in all accounts as of the date you complete the FAFSA.
- **As of today, what is the net worth of your (and your spouse's) investments, including real estate**
  - Investments include real estate (not the primary residence), trust funds, money markets, mutual funds, CD's, stocks, stock options, bonds, other securities, education IRA's, college savings plans, installment and land sale contracts (including mortgage held, commodities, deferred compensation, loans from shareholders to businesses, etc.)

# Section 4: Student Assets and Veterans' Benefits

Remember that net worth means current value minus debt. Also in asset information do NOT include the home you live in, the value of life insurance, retirement plans (pension funds, annuities, noneducation IRAs, KEOGH plans) and prepaid tuition plans or cash, savings, and checking accounts already reported in the previous asset questions.

As of today, what is the net worth of your business/and or investment farms?

- **NOTE:** Some financial aid offices may request supporting documentation for the answers to these questions.
- Includes the market value of land, buildings, machinery, equipment, inventory, etc. Also includes S-Corporations and partnerships.

## Section 4: Student Veterans' Benefits

- **If you receive veterans' education benefits, for how many months from July 1, 2007 through June 30, 2008 will you receive these benefits?**
- **What is the amount of your monthly veterans' education benefits?**
- Indicate the number of months.
- Give the dollar amount. Veterans education benefits include, but are not limited to, these programs:

Selective Reserve Pay (Montgomery GI Bill-Chapter 106), Montgomery GI Bill-Chapter 30, Post-Vietnam Veterans Educational Assistance Program (VEAP) (Chapter 32), Vocational Rehabilitation (Chapter 31), REPS (Restored Entitlement Benefits for Survivors-Section 156), Educational Assistance Program (Chapter 107), and Dependents Educational Assistance Program (Chapter 35).

# Section 5: Schools to receive the FAFSA Information

- If you don't know the Federal School Codes write the school's name and you will have a chance to search online for the code.
    - List up to six schools to which you (student) are applying.
    - For faster processing, use the Federal school code only. (Adelphi University is 002666)
- For each school, select the housing plan that best describes the type of housing you expect to live in if you attend that particular college.

Remember that housing plan and enrollment status determine the cost of attendance used to award aid.

# Submitting your application



- Double check for completeness and accuracy.
- Print out a copy for your records.
- Pay particular attention to the online instructions.
- Process form using FAFSA on the web
- Remember that a PIN is needed for the student and parent to sign the FAFSA electronically.
- Do not mail the FAFSA on the Web Worksheet or any other materials (even if you don't file the online version of the FAFSA).

# What happens next?



- Student and school receive Student Aid Report (SAR) from federal processor. The student will be mailed a SAR (Student Aid Report) if an email address was not provided. If an email address was provided, a link to a secure SAR website will be sent to that email address.
- The school receives an ISIR (Institutional Student Information Record).

# What Happens Next:Continued

- School matches admissions record with financial aid application and determines eligibility.
- Student provides any additional information requested by the school.
- School “packages” student and mails Award Letter to student.