

FAFSA CHEAT SHEET

<https://fsaid.gov> www.fafsa.gov www.pheaa.org

Student begins the application using their personal information

Be sure to double check the name and social security number as it appears on the Social Security Card

Note: The following information is geared toward students that are dependent and will provide parental information on the FAFSA.

FSA ID: Each applicant must use their OWN email address when completing the application for a FSA ID. If parent uses theirs when completing the student's application, they cannot use their own email for their own application. Each email address can only be used once.

Parent section:

Parent(s) with whom student lives must file the FAFSA

If that parent is married, the spouse's income counts even if the spouse is not the biological parent to the student (ie. Stepparents)

If the parents are unmarried and living together, both parent incomes count on the FAFSA

Household Size/Number in College:

Parent(s) and dependent student applying for aid

Children in the home under age 24

Children in the family under age 24 even if they do not live in the home as long as they are still DEPENDENT

Any other person in the home regardless of age as long as the parent is supporting more than 50% from July 1, 2020 to June 30, 2021

Number in college in 20/21 aid year counts children ONLY – parents DO NOT count in the number in college on the child's FAFSA

Tax information for parent and student – please note top of each screen:

Use 2018 Tax Data

If able, use IRS Data Retrieval Tool to link tax data from IRS database to FAFSA form directly

Those who cannot use the IRS DRT – filed a foreign return, recently married or divorced

Untaxed Income for parent and student – please note top of each screen:

Child support – received for all children in the household must be listed

Paid for any children who live outside the home

Education Credit – may have this on your taxes if another child was in college in 2018

Tax Deferred Pension – this is monies paid via your employer for retirement – Amount can be found on the W-2, box 12; normally, code D.

Assets Data for parent and student – please note top of each screen:

Cash, savings and checking accounts including 529

Investments: stocks, bonds, CDs, mutual funds, investment and rental properties

Net worth in a business or farm: Your home or homestead that you live in does not count as an asset on the FAFSA. If you have additional homes, the net worth of each property counts as an asset.

For questions or additional clarification, please contact the Shippensburg University Financial Aid Office directly at 717-477-1131 or finaid@ship.edu.

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Students who want to file as INDEPENDENT without parental data:

If student is over age 24, married, an orphan (both parents deceased), was in foster care after age 13, or is a veteran (not ROTC/Nat Guard), then they are automatically IND by answering YES to the corresponding question on the FAFSA. For all others...

Legal Guardianship: NOT the same as Legal Custody. In guardianship, parental rights are terminated with no visitation. Legal Custody allows for shared custody and visitation and therefore, parent would still be required to file FAFSA, not the person who has legal custody of child/student. Legal documents will be required from court as proof of guardianship.

Student has children: Can only be IND by virtue of having a child IF they are 100% self-sufficient/self-supporting AND provide at least 50% support to the child(ren). If the student does not work and/or lives at home with parents or other person, they are not supporting child(ren). If the student only receives child support or welfare benefits, they are not supporting the child(ren). If the student will be living in the dorms, they cannot claim support of the child(ren). In all these cases, student would need to file with parental data and include their own child(ren) in Household Size on FAFSA along with parent and other siblings.

If the student who has a child or children is working, makes enough income to support themselves and their child(ren), lives independently on their own with the child(ren) with no subsidy from friends/family, then they can file answering YES to supporting children more than 50%. Documentation will be required to prove self-sufficiency.

Foster Care: Student can answer YES to foster care question if they were in foster care or were a Ward of the Court at anytime after their 13th birthday. Even if they are no longer in foster care, they still answer yes. Legal, court documents will be required with date to prove foster status after age 13.

Ward of Court: This is the same as dependent of court. Is not valid for someone who was in juvenile detention. That is not a 'ward of the court' as it pertains to FAFSA data. If someone was in juvenile detention, they still have to file with a parent unless they meet one of the other qualifiers to be IND on this page.

Homeless: Per the McKinney-Vento Act, high schools can deem a student as 'homeless', an 'unaccompanied youth' or 'at risk of homelessness'. In any of these scenarios, if the High School writes a letter on school letterhead signed by a school official, the student can file the FAFSA answering YES to the homeless question to be IND for FA. If the student subsequently begins living again with their parent, they cannot claim this status in future FAFSA filings. Letter from High School must be submitted to college as proof of status. If the student/family lives in a homeless shelter, this qualifies for the corresponding FAFSA question but again, letter from Director of housing program will be required as proof of status.

Emancipated Minor: This is not simply when a student turns 18 and is automatically 'emancipated' by age. This is when a child goes before a judge in a court to be deemed emancipated from their parents PRIOR to turning 18. Court order must be submitted to school as proof of status.