



### A. Student Information

Full Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Social Security Number:

Date of Birth:

State: Zip Code:

E-mail Address: \_\_\_\_\_

### B. Household Size and Number in College

➤ **Dependent Student**

List the people in your parent(s) household, including:

- Yourself and your parent(s) (including step-parent), even if you don't live with your parents. (if your parents are separated or divorced, list information for the parent from which you received more than half of your support)
- Your parents' other children, even if they don't live with your parent(s), if your parents will provide more than half of their support from July 1, 2018 through June 30, 2019, or the children would be required to provide parental information when applying for Federal Student Aid.
- Other people if they now live with your parent(s), and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2019.

➤ Independent Student

List the people in your household; including:

- Yourself, and your spouse, if married
- Your children, if any, if you will provide more than half of their support from July 1, 2018 through June 30, 2019.
- Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support from July 1, 2018 through June 30, 2019.

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member, excluding your parent(s), who will be attending at least half time between July 1, 2018 and June 30, 2019, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

[illegible]

### C. Student's Income Information

1. **TAX RETURN NON-FILERS** – Complete this section if the student will not file and is not required to file a 2016 income tax return with the IRS. Check the box that applies:

- ☐ The student was not employed and had no income earned from work in 2016.
- ☐ The student was employed in 2016 and has listed below the names of all students' employers, the amount earned and whether an IRS W-2 form is attached. *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page.*

Employer's Name	2016 Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	\$2000.00 (example)	Yes (example)

2. **TAX RETURN FILERS** – **Important Note:** If the student filed, or will file, an amended 2016 IRS tax return, the student must contact the financial aid administrator before completing this section.

**Check the box that applies:**

- ☐ The student has used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2016 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA.
- ☐ The student has not yet used the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to retrieve and transfer 2016 IRS income information.
- ☐ The student is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA, and the student will submit to the school a **2016 IRS tax return transcript** – not a photocopy of the income tax return. **To obtain an IRS tax return transcript, go to [www.irs.gov/Individuals/Get-Transcript](http://www.irs.gov/Individuals/Get-Transcript) or call 1-800-908-9946 for assistance.**
  - ☐ **Check here if the student's IRS tax return transcript is attached to this worksheet.**
  - ☐ **Check here if the student's IRS tax return transcript will be submitted to the student's school later. Verification cannot be completed until the IRS tax return transcript has been submitted.**

### D. Parent's Income Information (for Dependent Students Only)

1. **TAX RETURN NON-FILERS** – Complete this section if the parent will not file and is not required to file a 2016 income tax return with the IRS. Check the box that applies:

- ☐ The parent was not employed and had no income earned from work in 2016.
- ☐ The parent was employed in 2016 and has listed below the names of all parents' employers, the amount earned and whether an IRS W-2 form is attached. *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page.*

Employer's Name	2016 Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	\$2000.00 (example)	Yes (example)

2. **TAX RETURN FILERS** – **Important Note:** If the parent filed, or will file, an amended 2016 IRS tax return, the parent must contact the financial aid office before completing this section.

**Check the box that applies:**

- ☐ The parent has used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2016 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA.
- ☐ The parent has not yet used the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to retrieve and transfer 2016 IRS income information.
- ☐ The parent is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA, and the parent will submit to the school a **2016 IRS tax return transcript** – not a photocopy of the income tax return. **To obtain an IRS tax return transcript, go to [www.irs.gov/Individuals/Get-Transcript](http://www.irs.gov/Individuals/Get-Transcript) or call 1-800-908-9946 for assistance.**
  - ☐ **Check here if the parent's IRS tax return transcript is attached to this worksheet**
  - ☐ **Check here if the parent's IRS tax return transcript will be submitted to the student's school later. Verification cannot be completed until the IRS tax return transcript has been submitted.**

## E. Statement of Educational Purpose

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*Do not complete this section in advance. This section must be completed and signed:*

- *In the presence of an approved representative of the Financial Aid Office if you are submitting this paperwork in person to the Financial Aid Office; or*
- *In the presence of a Notary Public if you are not submitting this paperwork to the Financial Aid Office*

### **Identity and Statement of Educational Purpose**

(Complete only if signing in the Financial Aid Office)

You must appear in person at Southern Adventist University to verify your identity by presenting a valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institutional will maintain a copy of your photo ID that is annotated with the date it was received and the name of the official at the institution authorized to collect your ID.

In addition, you must sign, in the presence of the institutional official, the following:

#### **Statement of Educational Purpose**

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Southern Adventist University for the academic school year.

\_\_\_\_\_  
**Student's Signature**

\_\_\_\_\_  
**Student ID #**

\_\_\_\_\_  
**Date**

**Identity and Statement of Educational Purpose**  
(Complete only if signing with Notary and not in the FA Office)

If you are unable to appear in person at Southern Adventist University to verify your identity you must provide:

- A copy of the valid government-issued photo identification (ID) that is acknowledged in the notary statement below, such as but not limited to a driver's license, other state-issued ID, or passport; and
- The original notarized Statement of Educational Purpose provided below.

**Statement of Educational Purpose**

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Southern Adventist University for the academic school year.

\_\_\_\_\_  
**Student's Signature**

\_\_\_\_\_  
**Student ID #**

\_\_\_\_\_  
**Date**

**Notary's Certificate of Acknowledgement**

State of \_\_\_\_\_

City/County of \_\_\_\_\_

On \_\_\_\_\_, before me,

\_\_\_\_\_,  
(Date) (Notary's Name)

personally appeared, \_\_\_\_\_, and provided to me on basis of  
satisfactory

(Printed name of signer)  
evidence of identification \_\_\_\_\_ to be the above-named person who  
signed

(Type of ID provided)  
the foregoing instrument.

**WITNESS my hand and official seal**

(seal)

\_\_\_\_\_  
(Notary signature)

My commission expires on \_\_\_\_\_  
(Date)

## F. Child Support Payments

- ☐ **Check here if you or anyone else in Section B of this worksheet PAID child support in 2017. Please provide information below.**

Name of person who paid Child Support	Name of person to whom Child Support was paid	Name of child for whom Child Support was paid	Amount of Child Support paid in 2017
Marty Jones (example)	Chris Smith (example)	Terry Jones (example)	\$6000.00 (example)

- ☐ **Check here if child support was RECEIVED in 2017 for any of the children in your household. Please provide information below.**

Name of Adult who received the Child Support	Name of Child for whom Support was received	Amount of Child Support received in 2017
Marty Jones (example)	Chris Smith (example)	\$6000.00 (example)

## G. Food Stamps (Supplemental Nutrition Assistance Program-SNAP)

- ☐ **Check here if you or anyone else in Section B of this worksheet participated in the SNAP program in 2016 and/or 2017. If we have reason to believe that the information regarding the receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefits.**

## H. High School Completion Status

Submit your high school transcript that includes a graduation date. If your graduation is pending please wait until after your graduation occurs. Mark the box of the type of document you will be submitting.

- ☐ Transcript with graduation date has already been submitted to Southern Adventist University's Admissions Office

OR

- ☐ Copy of the student's high school diploma
- ☐ Copy of the high school transcript that included the date the high school diploma was awarded
- ☐ A secondary school completion credential for home school provided for under State Law
- ☐ Transcript or the equivalent, signed by the parent or guardian responsible for homeschooling, that lists the secondary school courses completed by the applicant and documents the completion of a secondary school education
- ☐ General Education Developmental Certificate (GED)
- ☐ Certificate recognized by the state as an equivalent to a diploma
- ☐ Academic transcript that shows completion of at least a two-year program acceptable for credit towards a BS degree

## I. Certifications and Signatures

Each person signing this form certifies that all the information reported on it is complete and correct. The student and at least one parent (if student is dependent) must sign and date. **WARNING: If you purposefully give false or misleading information on this worksheet, you may be fined, be sentenced to jail or both.**

Student	Date	SAU ID #
Parent (dependent students only)	Date	