

#### FINANCIAL AID GUIDE FOR CALIFORNIA FOSTER YOUTH



## Visual Guide for Completing the FAFSA

This "Visual Guide" is intended to compliment Part 3 of the *Financial Aid Guide for California Foster Youth,* found within pages 6-10, with screen shots of the actual FAFSA application and detailed instructions.

October 2018

# Disclaimer

- While we have made every effort to be accurate in this guide, financial aid programs change. Be sure to get current information.
- This guide is intended for foster youth in California who qualify for "Independent Student Status" on the FAFSA (i.e. a student who was in foster care on or after their 13<sup>th</sup> birthday or in a court-ordered legal guardianship). If you do not qualify for "Independent Student Status," you will need to complete the Parental Demographics section and provide financial information about you and your parent(s). Information about this process is not included in this guide.
- If you are an undocumented student, remember to fill out the California Dream Act Application (CADAA) at <u>dream.csac.ca.gov</u> instead of the FAFSA. If you are a California undocumented student, you should apply even if you were a DACA recipient and granted a temporary Social Security Number. Most of the questions in the CADAA mirror the questions in the FAFSA; this guide can still be a helpful tool.

# How to Apply for Financial Aid?

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### Where to Apply for Financial Aid? (FAFSA or CADAA)

IF YOU ARE A U.S. CITIZEN, A PERMANENT RESIDENT OR OTHER ELIGIBLE NON-CITIZEN	IFYOU ARE AN UNDOCUMENTED IMMIGRANT
Complete the Free Application for Federal Student	Complete the California Dream Act Application
Aid (FAFSA)	(CADAA)
fafsa.ed.gov	dream.csac.ca.gov
What is an eligible non-citizen?	California Dream Act Application (CADAA) allows
Examples include a U.S. permanent resident who has a green	undocumented and nonresident documented students who
card (Permanent Resident Card), a conditional permanent	meet certain eligibility requirements to apply for state
resident with a conditional Green Card, or a "refugee." You can	financial aid and allows qualified students to pay in-state
find the complete list on the FAFSA.	resident fees (instead of higher out-of-state fees) at

Paper applications are also available for the FAFSA and CADAA by calling 1-800-433-3243 and 1-888-224-7268, respectively. Ask a counselor or other adult mentor for help completing the application. Most students say that they find the online application easier.

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#### STEP 1: BEGIN A NEW FAFSA AT FAFSA.ED.GOV



Remember, this is a free application! Avoid websites that ask you to pay money for help in completing the FAFSA.

#### STEP 1: BEGIN A NEW FAFSA AT FAFSA.ED.GOV

- The FAFSA must be completed every year.
- If you have done the FAFSA before, you can sign in as a returning user and then click on "LOG IN." This allows you to prefill the current year's FAFSA with some data from last year's FAFSA.





## New FAFSA App on Smartphones



myStudentAid (4+) U.S. Department of Education Office of Federal Student Aid #200 in Finance

★★★★☆ 3.9, 27 Ratings Free

FAFSA can now also be completed on a mobile phone through the myStudentAid app.



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# Create an "FSA ID"

Federal Student Aid Identification (FSA ID)

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When you start a new FAFSA, there are two log-in options.

 $\rightarrow$  Choose the option that says: **"I am the student"**  $\rightarrow$  Then click the blue link that says "<u>Create one</u>" —

# This takes you to the FSA ID website at **fsaid.ed.gov.**

Your FSA ID will serve as your legal signature and you will need it to sign your FAFSA electronically before you submit the FAFSA.

	Login
Log in to the FAFSA Only students may use their FSA ID to log entering the student's identifiers. Parents the student started using the Save Key th	in. Parents and others can start a FAFSA for a student by and others can also work on a FAFSA form or correction at the student made. <u>Help for parents.</u>
I am the student	OR I am a parent, preparer, or student from a Freely Associated State
Do not log in with the FSA ID if you a	re not the student.
Don't have an F5A ID? <u>Create one or log</u>	jin using the <u>student's identifiers.</u>
The student's FSA ID Username or Veri	fied E-mail Address
Forgot Username	
The student's FSA ID Password	
Forgot Password	
	NEXT
e Last Updated: Sunday, September 30, 2018	Download <u>Ado</u>

#### STEP 2: CREATE AN "FSA ID" Continued

# You will be taken to a new page to create your FSA ID

 $\rightarrow$  Enter an email address that you check often so that you can get help if you get locked out or forget your username or password.

 $\rightarrow$  It is not recommended that you use a high school email address, since those often expire. Create or use an email address that you can use throughout college, such as Gmail, Yahoo or Outlook.

→ Create a Username and Password that can be easily remembered but should not be easy for someone else to figure out (Ex., do not use your name, date of birth, or the word "password").



→ Enter your name and Social Security Number <u>exactly</u> as they appear on your Social Security Card.

\*\* If you don't know your Social Security Number, you can call your county's child welfare department or Independent Living Program (ILP) for assistance. You will need the physical card for employment, even for a work-study job.

\*\* If you don't have a social security number, apply for the CADAA at **dream.csac.ca.gov** 



→ Enter your mailing address, mobile phone number, and choose a preferred language.

 $\rightarrow$  Enter a mobile phone number so that you can get help if you get locked out or forget your username or password. Having a mobile phone number helps you unlock the FSA ID because the FAFSA processor can text unlock codes to this number. A regular (land line) phone number is less useful.

Mailing Address	0	
City, State, Zip Code		
Would you like to register your mobile phone number to reset your password and retrieve your username?	<ul> <li>Yes, I would like to register my mobile phone for account recovery.</li> <li>By selecting this option, you agree to receive text message on your mobile phone and confirm you have reviewed a agree to the terms. Message and data rates may apply.</li> <li>No, I do not want to register my mobile phone for account recovery.</li> <li>Note: You can register at any time by managing your FS. ID.</li> </ul>	t <table-cell></table-cell>
Mobile Phone	0	
Confirm Mobile Phone	0	
Alternate Phone	0	
Language Preference	🗩 English	

 $\rightarrow$  Choose "Challenge Questions and Answers" that can easily be remembered in case you forget your FSA ID username or password.

 $\rightarrow$  Question 5 is optional.

 $\rightarrow$  Review that all the information is correct.

Please note that challenge questions and answers are not case sensitive.

Challenge Question 1	Who was your first boss?	•	0
Answer 1	••••••	Θ	
Challenge Question 2	What was the name of the first person you kissed?	•	0
Answer 2	••••••	Θ	
Challenge Question 3	What is my favorite cousin's first name?		0
Answer 3	••••••	0	
Challenge Question 4	What is the name of my elementary school?		0
Answer 4	•••••	0	
Optional Question 5	Show Text Would you like to provide an 8-digit code to use balances over the phone? Yes • No	to access your loan	

0

 $\rightarrow$  Click the box to certify that all the information you provided is correct, and that you accept the terms & conditions.

CANCEL

I declare under penalty of perjury under the laws of the United States of America that the information that I have provided to obtain an FSA ID is true and correct, and that I am the individual who I claim to be. I have not allowed this information to be provided by an employee or agent of a commercial entity, or other third party, for purposes of commercial advantage or private financial gain (regardless of whether that commercial entity or third party is providing a service to me). I understand that falsification of this statement may be punishable by a fine, by imprisonment of not more than five years, or both.

If you agree to these terms, select the "I certify that the above information is correct and accept the terms and conditions".

I certify that the above information is correct and accept the terms and conditions

(PREVIOUS CONTINUE)

# TIP Write do safe so

# Write down these items somewhere safe so you don't forget:

# FSA ID Username FSA ID Password Email Address & Password FSA ID Challenge Questions & Answers

# You're Now Ready to Start Your Online FAFSA!

Login with your new FSA ID and begin the FAFSA

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#### **STEP 3: COMPLETE THE FAFSA**

→ Once your FSA ID is created, you can immediately log into the FAFSA at **fafsa.ed.gov** and start your application.

 $\rightarrow$  Click "I am the student"

→ Enter your FSA ID Username or Verified Email Address & FSA ID Password.

	Login	
Log in to the FAFSA Only students may use their FSA ID entering the student's identifiers. P the student started using the Save I	to log in. Parents and others can start a FA irents and others can also work on a FAFS <b>ey</b> that the student made. <u>Help for parent</u>	AFSA for a student by A form or correction
I am the student	OR I F	am a parent, preparer, or student from a reely Associated State
Do not log in with the FSA ID if	you are not the student.	
Don't have an FSA ID? Create one	or login using the <u>student's identifiers.</u>	
The student's FSA ID Username o	Verified E-mail Address	(
Forgot Username		
The student's FSA ID Password		
Forgot Password		
		NEXT
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First, read the Disclaimer and, if you agree, click "Accept"

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#### Disclaimer

This is a U.S. Federal Government computer system intended to be solely accessed by individual users expressly authorized to access the system by the U.S. Department of Education. For security purposes and to ensure that the system remains available to all expressly authorized users, the U.S. Department of Education monitors the system to identify unauthorized users. Anyone using this system expressly consents to such monitoring. Except as expressly authorized by the U.S. Department of Education, unauthorized attempts to access, obtain, upload, modify, change, and/or delete information on this system are strictly prohibited and are subject to criminal prosecution under 18 U.S.C § 1030, and other applicable statutes, which may result in fines and imprisonment. For purposes of this system, unauthorized access includes, but is not limited to:

- Any access by an employee or agent of a commercial entity, or other third party, who is not the individual user, for purposes of commercial advantage or private financial gain (regardless of whether the commercial entity or third party is providing a service to an authorized user of the system); and
- Any access in furtherance of any criminal or tortious act in violation of the Constitution or laws of the United States or any State.

If system monitoring reveals information indicating possible criminal activity, such evidence may be provided to law enforcement personnel.

DECLINE ACCEPT 10

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#### **STEP 3: COMPLETE THE FAFSA**

• Select the school year that you plan to attend college.

 Remember that the school year begins in school year begins in the fall term. If you are applying for a summer session, that usually is part of the prior academic year.

		Get Starte	d
STUDENT INFO	RMATION		
Welcome, Jo	hn Lastname!		
Fill out your F. To receive fede	AFSA form! ral student financial aid. vou nee	ed to fill out a FAFSA	every school year. Let's get started.
Forwhish		r for from tol at 12	
For which	school year are you applying	g for financial aid?	
If you are a	applying for a summer session, or	r just don't know wr	uich application to complete, check with the
college you	are planning to attend.	-	
Which sch	ool year should I choose?		
	START 2019-2020 FAFSA	OR	START 2018-2019 FAFSA
FSA ID			Last Time, Date FSA ID Used: 02:47, 10/01/2018
FSA ID Sta	tus: int Management		
FSA ID Sta <u>User Accou</u> You can us	t <b>us:</b> i <u>nt Management</u> e your FSA ID to sign your FAFSA	electronically or m	ake corrections to your FAFSA.

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#### **STEP 3: COMPLETE THE FAFSA**

 Follow the directions to create a "Save Key" in case you
 need to save your application and finish it later.

 You can return within 45 days to complete and submit the FAFSA.

S	tart Student's 2019-2020 FA	FSA
TUDENT INFORMATION Create a Save Key. The Save Key is for temporary use for	you or your parent to return and complet	Form Approved OMB No. 1845-0001. App. Exp. 12/31/2020 te this specific FAFSA.
Create a Save Key		2
Re-enter Save Key		?
		• MY FAFSA NEXT •
ite Last Updated: Sunday, September 30, 2018		Download <u>Adobe Re</u>
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Make sure to write down your Save Key somewhere safe so you don't forget:

- ✓ FSA ID Username
- ✓ FSA ID Password
- Email Address & Password
- ✓ FSA ID Challenge Questions & Answers
   ❑ Save Key

The Introduction Page includes general information about the FAFSA

→ Click "Next" at the bottom of each page to go to the next page

UDENT INFORMATION	
> How can I get help completing my FAFSA?	<u>Expand</u>
> How many steps does it take to complete?	
> How long will it take to complete?	
Can I save my FAFSA if I can't finish it?	
> Documents needed to complete the FAFSA	
Signing the FAFSA	
> FAFSA on the Web Security and Privacy	
	NEXT O
Last Updated: Sunday, September 30, 2018	Download <u>Adobe R</u>
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#### **STEP 3: COMPLETE THE FAFSA**

- Complete the seven sections listed as tabs at the top of the screen. The website will take you through each section.
- You can click "Save" at the top of the screen at any time to save your entries as you go along.
- Note that if you don't respond to all of the required questions, the system will alert you to complete the questions before you can move on to the next section.
- You can get more information about each question by clicking the ? icon.

		Personal	Information for	: Student		
Student Demographics	School Selection [	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmati
TUDENT INFORM						
Because t the stude	the FAFSA belon; nt.	gs to the stude	ent, "you" and "you	ır" always (unl	ess otherwise noto	ed) refer to
Your last name						
Lasulaille						
Very Cost a cost						
Your first name						(
Abe						
Abe Your middle initia	1					
Abe Your middle initia	1					
Abe Your middle initia Your Social Securi	l Ity Number					
Abe Your middle initia Your Social Securi 966-09-3014	l ity Number					
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Abe Your middle initia Your Social Securi 966-09-3014 Your date of birth	l ity Number					
Abe Your middle initia Your Social Securi 966-09-3014 Your date of birth 11/02/2000	l ity Number					

# **Student Demographics Section**

Part I: Student Demographics Information

Part II: Student Eligibility

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#### PART I: STUDENT DEMOGRAPHIC INFORMATION

- **Student Name:** Make sure that your name matches <u>exactly</u> as it appears on your Social Security Card. This is your legal name, not a nickname.
- Social Security Number: Make sure that
   your name and Social Security Number
   matches <u>exactly</u> as it appears on your
   Social Security Card.

		Personal Ir	nformation fo	or Student		
Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
STUDENT INFOR						
Becaus the stu	e the FAFSA bel dent.	ongs to the studen	it, "you" and "yo	ur" always (unle	ess otherwise not	ed) refer to
Your last name						?
Lastname						
Your first name	1					2
John						
Your middle ini	tial					?
Your Social Secu	urity Number					
966-09-3020						
Your date of bir	th					?
04/19/2000						
					• PREVIOUS	NEXT 🗢

#### **PART I: STUDENT DEMOGRAPHIC INFORMATION - continued**

- Permanent Mailing Address: This should be the same address you use on official government documents such as tax returns and voter registration cards. This is an address where the student can receive postal mail, such as a P.O. Box. If you don't have a permanent mailing address, ask your college's financial aid administrator for help.
- Email Address: Double-check the email address to make sure there are no typos. The U.S. Department of Education and the colleges that you apply to will send FAFSA reminders, status updates and financial aid application results to this email address.

		Student	Address and	l E-mail		
Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
TUDENT INFOR						
Your permanen	t mailing address	(include apt. numb	er)			?
1122 STRAIG	HT STREET					
Your city (and c	ountry if not U.S.	)				?
San Francisco	D					
Your state						?
California						~
Your ZIP code						?
94104						
Your e-mail add	iress					?
newuser@fat	fsademo.com					
Re-enter your e	-mail address					2
newuser@fat	fsademo.com					
					PREVIOUS	NEXT 🗢

#### PART I: STUDENT DEMOGRAPHIC INFORMATION - continued

**State of Legal Residence:** If you select that you have lived in CA for at least 5 years, a textbox will appear on the screen saying that you are eligible for the California State student aid application (the Cal Grant).

A separate application is not required, but you need to make sure that your high school has submitted your verified GPA and that it has been matched to your FAFSA. Learn more in Part 4 "After the FAFSA" of the Financial Aid Guide for California Foster Youth.

If you answer no, you will need to provide the date that you became a legal resident of California.

		Stu	dent Resider	юу		
Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
You are Use the inform Note: 1	e eligible to tran e <b>Start your sta</b> t ation. This feature is or	sfer your FAFSA i t <b>e application</b> lin 1ly displayed once	nformation into k on the FAFSA e on the confirm	California's stat confirmation pa ation page after	te student aid app age to transfer yo r submitting your	plication. ur FAFSA.
Have you lived Yes	in California for a ) No	it least 5 years?			PREVIOUS	? NEXT •
Site Last Updated: Sunda	ıy, September 30, 2018				Do	wnload <u>Adobe Rea</u>

#### PART I: STUDENT DEMOGRAPHIC INFORMATION - continued

- Telephone Number: A telephone number is not required to complete the FAFSA. If you do provide a number, it should be one that a college financial aid office can call and reach you at.
- Driver's License: A driver's license is not required to complete the application, but can help prevent identity theft. The student's driving record and parking tickets do not affect eligibility for financial aid.

		Student Pho	one and Drive	er's License		
Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
STUDENT INFOR						
Are you male on O Male (	r female? ) Female					?
Your telephone	number					2
Your driver's lic	ense number (if y	you have one)				?
Your driver's lic	cense state					?
Select						~
					PREVIOUS	NEXT 🔿

#### PART I: STUDENT DEMOGRAPHIC INFORMATION - continued

 Marital Status: Your legal status is "single" if you are not married, even if you live with or have a boyfriend, girlfriend or significant other. Note that this question is only asking about <u>your</u> marital status.

N Catus as of today	vendency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
tatus as of today	y?				0
				PREVIOUS	NEXT •
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#### PART I: STUDENT DEMOGRAPHIC INFORMATION - continued

- Are you a U.S. citizen? The three options are:
- $\rightarrow$  Yes, I am a U.S. citizen (or U.S. national)
- → No, but I am an eligible noncitizen If you select "No, but I am an eligible noncitizen," you will be asked to provide your Alien Registration Number.
- $\rightarrow$  No. I am not a citizen or eligible noncitizen
- Selective Service: Males are required to register with the Select Service System to complete their FAFSA. If you haven't registered yet, you will be able to use the FAFSA to automatically register you with Selective Service.
- → Federal law requires that most male U.S. citizens and male immigrants residing in the U.S. (permanent resident aliens), age 18-25, register with the Selective Service.
- → Transgender students must comply with the Selective Service registration requirement based on the student's sex at birth as listed on the student's birth certificate.

			Sti	ıdent Eligibili	ty		
	Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
SI	UDENT INFOR						
	Yes, I am a U	.S. citizen (or U.S nale citizens and l student aid.	5. national) male immigrants	must register w	ith the Selective	Service System to	¢ receive
	Are you register Yes Do you want us	red with the Selec No to register you w	tive Service System ith the Selective Ser	? vice System?			?
						PREVIOUS	NEXT 🗢

#### **PART I: STUDENT DEMOGRAPHIC INFORMATION - continued**

# What will your college grade level be when you begin the 2019-2020 school year?

 $\rightarrow$  If you took college courses while in high school, and were dually enrolled, you are still considered a first-time college student and can select the option: "Never attended college/1<sup>st</sup> yr."

What degree or certificate will you be working on when you begin the school year? Select the option that best fits your *initial* educational

goal.

- $\rightarrow$  It is important to NOT select "other/undecided" as it may limit the grants you can receive
- $\rightarrow$  If you are uncertain if you will attend a 2-year or 4-year college, select 4-year college
- → It is important to not select "2nd bachelor's degree" if you don't already have a bachelor's degree, as it may limit the grants you can receive

		Stu	dent Educat	ion		
Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
IUDENT INFO	RMATION					
What will you	r high school comp	oletion status be whe	en you begin colle	ege in the 2019-20	20 school year?	
High schoo	l diploma					
		-1 h h hi				
What will you	r collogo grado lom					
you you	r college grade lev	ei be when you begi	n the 2019-2020 s	chool year?		
Never atter	ided college/1st y	ei be when you begi /r.	n the 2019-2020 s	chool year?		
Never atter	nded college/1st y	ou be working on w	n the 2019-2020 s hen you begin the	chool year? e 2019-2020 schoo	ol year?	
Never atter	r conlege grade lev nded college/1st y r certificate will y	ei be when you begi rr. ou be working on w	n the 2019-2020 s hen you begin th	chool year? e 2019-2020 schoo	ol year?	
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Never atter What degree of Select Select 1st bachelor's	r conege grade lev nded college/1st y or certificate will yo degree	ei be when you begi /r. ou be working on w	n the 2019-2020 s hen you begin th	chool year? e 2019-2020 schoo	ol year?	
Never atter Nhat degree o Select Select 1st bachelor's 2nd bachelor'	nded college/1st y r certificate will y degree s degree	ei be when you begi /r. ou be working on w	n the 2019-2020 s hen you begin the	chool year? e 2019-2020 schoo	)] year?	
Never atter What degree of Select Select 1st bachelor's 2nd bachelor' Associate deg	aded college/1st y r certificate will y degree s degree ree (occupational o	ou be working on with the second	n the 2019-2020 s hen you begin th	chool year? e 2019-2020 schoo	ol year?	
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Never atter Nhat degree o Select 1st bachelor's 2nd bachelor' Associate deg Associate deg Certificate/dip Certificate/dip	aded college/1st y r certificate will y degree s degree ree (occupational o ree (general educa loma (occupational loma (occupational	ou be working on with the format of the format oo the form	n the 2019-2020 s hen you begin the n) program of less th program of at lea	e 2019-2020 schoo han 2 yr.)	ol year?	
Never atter Never atter Select Select Ist bachelor's 2nd bachelor' Associate deg Associate deg Certificate/dip Certificate/dip	aded college/1st y ar certificate will y certificate will y degree s degree ree (occupational loma (occupational doma (occupational dential program (no	er be wrien you begi r. ou be working on wi br technical program) ition/transfer program /technical/education ndegree program)	n the 2019-2020 s hen you begin th n) program of less th program of at lea	nan 2 yr.) st 2 yr.)	)] year?	
Never atter Never atter Select Select 1st bachelor's 2nd bachelor' Associate deg Certificate/dip Certificate/dip Certificate/dip Teaching crea	aded college/1st y aded college/1st y r certificate will y degree s degree ree (occupational of ree (general educa loma (occupational doma (occupational dential program (no fessional degree	er be wrien you begr nr. ou be working on wi pr technical program) ition/transfer program /technical/education ndegree program)	n the 2019-2020 s hen you begin th n) program of less th program of at lea	e 2019-2020 schoo e 2019-2020 schoo han 2 yr.) st 2 yr.)	ol year?	

#### PART II: STUDENT ELIGIBILITY

- Are you interested in being considered for workstudy? Federal Work-Study allows students with financial need to earn a portion of their financial aid award money through part-time employment onor off-campus. You can decline it later if you change your mind. Answering "Yes" also will not guarantee that you will receive a Federal Work-Study job.
- You will be asked: "Are you a foster youth or were you at any time in the foster care system?"
  - → Answering yes may give you access to more support to help you in college. Answer YES to this question, even if you were only in foster care for one day.
- Foster youth can select "Other/unknown" for "Highest School Completed by Parent."
  - $\rightarrow$  Parent does not refer to a legal guardian or foster parent.
  - $\rightarrow$  How you answer does not affect your eligibility for federal student aid.

		S	tudent and Pa	rent Educati	on Completi	on	
D	Student emographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
STU	DENT INFOR	MATION	dered for work-stud	iv?			0
C AI	Yes O	No Ö Don	't know ou at any time in the	e foster care system	m?		Ű
н	ighest school c	completed by Pare	ent 1				?
Hi	ighest school o	completed by Pare	ent 2				2
						PREVIOUS	NEXT O

#### PART II: STUDENT ELIGIBILITY

- If this is not your first year of college, you will be asked if you have ever received federal student aid.
- If yes, you will be asked if you have been convicted for the possession or sale of illegal drugs for an offense that occurred *while* receiving federal student aid (grants, workstudy, and/or loans).
- If yes, you will be provided a worksheet to help you determine whether your conviction affects your eligibility for federal student aid.
- If your eligibility for federal student aid has been suspended due to a drug conviction, you can regain eligibility early by completing an *approved drug rehabilitation program* or by passing two unannounced drug tests administered by an approved drug rehabilitation program.



# **School Selection Section**

Part I: School Selection

Part II: School Selection Summary

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#### FAFSA SECTION 2: SCHOOL SELECTION PART I: SEARCH FOR HIGH SCHOOL

- If you indicated that you are still in high school or have completed your high school diploma in the "Student Demographics" section, when you get to the "School Selection" section, you will see this screen asking you to provide the name, city and state of that high school.
- Important: Use the search function to find your high school. This will help to ensure that your GPA is correctly matched when it is submitted by your high school.
- You will not be prompted to answer this question if you indicated that you received a GED certificate or state- authorized high school equivalent certificate in the prior



#### **FAFSA SECTION 2: SCHOOL SELECTION**

#### PART II: COLLEGE SELECTION

- Search for and select up to 10 colleges that you may want to attend. Information from the FAFSA will be sent to the schools you have selected.
- You can update or change school selections later if your plans change or you're just not sure yet.
- You must select at least one college to continue with the FAFSA. You do not need to have applied for admission yet to the colleges you list.

					Sear	rch for Col	eges		
Stud Demog	lent raphics	School Sel	ection	Dependency	v Status	Parent Demographics	Financial Information	Sign & Submit	Confirmatio
TUDEN	T INFOR	MATION	Κ						
0	Maxine federal receive	e, based or student a	n the in iid. Con	formation tinue thro	ı you pr ough the	ovided, we ha	ive determined or us to determ	that you may qua ine how much aid	lify for l you can
•	Here's can add <u>these in</u>	where you d up to 10 <u>astruction</u>	u'll sear college <u>s</u> .	rch for the is at a time	college e to you	es to which yo r FAFSA. If yo	u'd like to send u're applying to	your FAFSA inform	mation. You leges, <u>follow</u>
	Make s	ure you a	add AL	L colleges	s you're	e interested i	n, even 11 you i	laven i appneu of	r been
Ļ	Make s accept	ed yet.	add AL	L colleges	s you're	interested i	n, even 11 you 1	aven t appned of	r been
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Do you Yes	Makes accept Comple know the	ed yet. et the fiel e college's No	add AL Ids belo <u>Federal</u>	w to search	ch for a <u>le</u> ?	college to add	l to your FAFSA		r been
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Do you Yes State Selec City (op	Makes accept Complet know the second t ptional)	ete the fiel e college's No	add AL	w to search	ch for a de?	college to add	l to your FAFSA	aven t appneu of	


# You can send your FAFSA to additional schools after your FAFSA has been processed.

After the FAFSA has been processed and you have received your Student Aid Report (SAR) or SAR Notification, you can submit the FAFSA to an additional 10 colleges, if necessary, by replacing the original set of 10 colleges with a new set of up to 10 colleges. Your original set of 10 colleges will still receive their copy of your FAFSA information. Repeat this process as many times as necessary, each time waiting until your receive the SAR or SAR Notification. You can do this by visiting fafsa.ed.gov or by calling 1-800-4FED-AID (1-800-433-3243). You may need the DRN number from your SAR.

# **FAFSA SECTION 2: SCHOOL SELECTION**

# PART II: COLLEGE SELECTION

You can search by city or school name, if known.

You must list the state.

 $\rightarrow$  Click "Search" to populate search results.

		Sea	rch for Colle	ges		
Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
TUDENT INFOR						
John, b studen	ased on the info t aid. Continue t	ormation you prov hrough the applic	rided, we have o cation for us to o	letermined that letermine how r	you may qualify nuch aid you can	for federal receive.
Here's can add these in	where you'll sea d up to 10 colleg <u>nstructions</u> .	arch for the colleg	es to which you ir FAFSA. If you	'd like to send yo 're applying to r	our FAFSA inform nore than 10 colle wen't applied or	nation. You eges, <u>follow</u> been
accept	ed yet.	LL coneges you r	e mieresteu m	, even 11 you na	ven i appned or	been
G Comple	ete the fields bel	ow to search for a	a college to add	to your FAFSA.		
Do you know th	ne college's <u>Federa</u>	il School Code?				?
Ves State	) No					0
Select						~
City (optional)						?
School Name (o	ptional)					
						?
				r		2

## FAFSA SECTION 2: SCHOOL SELECTION PART II: COLLEGE SELECTION

- Select up to 10 schools by clicking on the box on the left side of the college(s) you'd like to select.
- Be careful when selecting your colleges. Some college names are very similar and it's easy to get them confused.
- Costs vary by college type. State colleges and universities are generally the most affordable; private trade schools can be costly. Ask for help if needed to make selections.
- Be sure to list each UC or CSU campus to which you are applying for admission separately in this section.



# FAFSA SECTION 2: SCHOOL SELECTION

# PART III: SCHOOL SELECTION SUMMARY

- This page asks you to indicate your housing plans for each campus. Most four-year universities or colleges offer on-campus housing, but only a few community colleges in California offer on-campus housing.
- Do NOT select "With Parent" as your housing plan if you plan to live with a foster parent, relative caregiver or legal guardian. Instead, select "Off-Campus." <u>This is crucial</u> for getting all the money that is available to you to pay for your living <u>expenses.</u>
- Note that the order in which you list the colleges does not make a difference in California.

		Se	lected Coll	eges and Hou	using Plans		
	Student Demographics	School Selection Dep	vendency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
s	TUDENT INFO						
		You may change the p the school name and t school. The <b>UP</b> and <b>D</b> down. The <b>REMOVE</b> i For federal student air schools. However, the Find more informatio	ositioning of a hen use the b DWN buttons outton will del d purposes, it order in whia n on your stat	any school in this uttons displayed will move the sch ete the school fro does not matter i ch you list school e's preferences fo	list. To do so, o to change the p tool one positio m your list. n what order y s may affect yo or listing schoo	click the icon to the position of the sel on up, or one position up, or one position rou list your select ur eligibility for select ls <u>here</u> .	ne left of ected ition ted state aid.
	For each s	school listed, select t thool Name: ederal toool Code: ousing Plans	he appropriat Pasadena C 001261	e housing plan fr ity College	om the dropdo	own list.	
		On Campus					$\sim$
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		Off Campus					~
		TREMOVE		• UP		DOWN	
	So Fo	chool Name: ederal School Code: ousing Plans	San Francis 001154	co State Universi	ty		
	$ \mathbf{X} $	With Parent					~
		•	VIE	W COLLEGE INFO 🔳			
	ADD MORE S	SCHOOLS Q					NEXT 🗢

# **Dependency Status Section**

**Dependency Determination** 

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# **FAFSA SECTION 3: DEPENDENCY STATUS**

# **Dependency Determination**

If you can answer "Yes" to any of the questions in this section, you are considered an "Independent Student" for the purposes of the FAFSA.

"Independent Student Status" means that you do not have to provide any information, including income information, about biological, adoptive or foster parents (including relative or non-relative caregivers) or legal guardians in the Parent Demographics section.



# **Dependency Determination**

If the student answered "no" to the first three dependency questions, these two questions appear on the next screen.

Answering yes to either question will also give the student "independent student" status.



Current or former foster youth may qualify for "Independent Student Status" on the FAFSA if they can answer "Yes" to any part of either of these two questions:

"At any time since you turned age 13, were both your parents deceased, were you in foster care, or were you a dependent or ward of the court?

## OR

"Does someone other than your" parents or stepparent have legal guardianship of you, as determined by a court in your state of legal residence?"



### NOT SURE IF YOU QUALIFY?

- Neither legal guardians nor foster parents are considered parents when completing the FAFSA. If you are in legal guardianship, you can qualify for "Independent Status" on the FAFSA.
- Even if you were in foster care, or were a dependent or ward of the court, for just one day after you turned 13, you qualify.
- If you were a dependent or ward of the court, but remained in the legal custody of your parents, you are not considered a ward of the court for the purposes of the FAFSA and therefore do not qualify for "Independent Status" as a foster youth.

If you exited foster care before the age of 13, you will most likely need to provide information about your parents' income. You can request an exemption, however, for unusual circumstances. Consult with the financial aid office at your college for more information.  Dependent or Ward of the Court? The term "ward" is used to mean "dependent" of the court. You are a ward of the court (regardless of whether this status is determined by the county or state) if the court has assumed custody of you, even for just one day. Court-ordered documents exist that designate you as a ward of the court.

## HOW TO PROVIDE VERIFICATION OF YOUR FOSTER YOUTH STATUS

• Your college may require documentation to verify your

"Independent Student Status." You will not receive your financial aid unless you provide any requested verification forms to your college.

Current foster youth: Contact your county social worker or Independent Living Program (ILP) Coordinator for your Court Dependency Letter.

Former foster youth: Contact your county child welfare agency, local ILP program or the State Foster Care Ombudsman's Office: 877-846-1602.

## SAVE A COPY FOR YOURSELF! YOU MIGHT NEED IT AGAIN.

Household Size: The numbers for you, and if you indicated previously that you are married, your spouse, will automatically populate on this screen.

If you indicated in the dependency section that you have children, you must enter the number of children.

Your siblings, other relatives, family of origin, foster family, people living in your group home or others who live with you are not included in household size.

Number in College: Enter "1" for number in college unless you have a spouse who will also be attending college at least half-time.

Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirma
-0-	<b>⊘</b>	Ø				
Household	Size					
You						
1						
Your spouse,	based on your ma	rital status				
Your spouse,	based on your ma	rital status				
Your spouse, 0 Your childre 1, 2019 throu	based on your ma n (even if they do r gh June 30, 2020	rital status not live with you), i	if you will provide	more than half o	f their support fror	n July
Your spouse, 0 Your childre 1, 2019 throu	based on your ma n (even if they do r gh June 30, 2020	rital status not live with you), i	if you will provide	more than half o	f their support fror	n July
Your spouse, 0 Your childre 1, 2019 throu 1 Your numbe	based on your ma n (even if they do r gh June 30, 2020 r of family membe	not live with you), i	if you will provide pusehold size)	more than half o	f their support fror	n July
Your spouse, 0 Your childre 1, 2019 throu 1 Your numbe 2	based on your ma n (even if they do r gh June 30, 2020 r of family membe	rital status not live with you), i rs in 2019-2020 (ho	if you will provide pusehold size)	more than half o	f their support fror	n July
Your spouse, 0 Your childre 1, 2019 throu 1 Your numbe 2	based on your ma n (even if they do r gh June 30, 2020 r of family membe	rital status not live with you), i rs in 2019-2020 (ho	if you will provide pusehold size)	more than half o	f their support fror	n July
Your spouse, 0 Your childre 1, 2019 throu 1 Your numbe 2 Number in	based on your ma n (even if they do r gh June 30, 2020 r of family membe College	rital status not live with you), i rs in 2019-2020 (ho	if you will provide pusehold size)	more than half o	f their support fror	n July
Your spouse, 0 Your childre 1, 2019 throu 1 Your numbe 2 Number in How many p	based on your ma n (even if they do r gh June 30, 2020 r of family membe <b>College</b> eople in your hous	rital status not live with you), i rs in 2019-2020 (ho sehold (as reported	if you will provide pusehold size)	more than half o	f their support fror	n July
Your spouse, 0 Your childre 1, 2019 throu 1 Your numbe 2 Number in How many p 1	based on your ma n (even if they do r gh June 30, 2020 r of family membe <b>College</b> eople in your hous	rital status not live with you), i rs in 2019-2020 (ho sehold (as reported	if you will provide pusehold size) l above) will be in o	more than half o	f their support fror	n July

Even if you are determined to be an Independent Student, you will be asked if you want to answer questions about your parents.

You can answer "No" to skip these questions. Answering "No" will not prevent you from getting financial aid.



# **Parent Demographics Section**

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# **FAFSA SECTION 4: PARENT DEMOGRAPHICS**

If you were determined to be "Independent" in the previous Dependency Determination section, you will **not** be required to complete this section. You will automatically proceed to the next section and only need to provide financial information for yourself.

Parent Marital Status	
Student School Selection Dependency Status Parent Demographics Information	Sign & Submit Confirmation
Application was successfully saved.	
Because the FAFSA belongs to the student "you" and "your" always ()	
the student.	inless otherwise noted) refer to
As of today, what is the marital status of your <u>parents</u> ?	inless otherwise noted) refer to
As of today, what is the marital status of your <u>parents</u> ? Select	enless otherwise noted) refer to ?
As of today, what is the marital status of your <u>parents</u> ? Select the Last Updated: Sunday, September 30, 2018	Inless otherwise noted) refer to

# **Financial Information Section**

These instructions are for students with "Independent Status." Dependent students will need to also provide parent information.

Option a). If you select "*Already Completed"* IRS Income Tax Return Option b). If you select "*Not Going to File"* IRS Income Tax Return Option c). If you select "*Will File"* IRS Income Tax Return

Pay careful attention to which year's income, tax and asset information you have to report in this section. FAFSA uses income and tax information from what they call the "prior-prior" year. Asset information is based on the date the FAFSA is filed.

You will be asked if you completed your IRS income tax return for the appropriate year. You must select one of three options:

- Already completed
- Will file
- Not going to file

Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
TUDENT INFORI						
Applica	tion was succes	sfully saved.				
<b>G</b> Because	the FAFSA belo	ongs to the studen	it, "you" and "ye	our" always (unl	ess otherwise no	ted) refer to
Because the stud For 2017, have ye	e the FAFSA belo lent. ou completed you	ongs to the studen ur IRS income tax re	it, "you" and "yo eturn or another	our" always (unl • tax return?	ess otherwise no	ted) refer to
Because the stud For 2017, have ye Select	e the FAFSA belo lent. ou completed you	ongs to the studen ur IRS income tax re	it, "you" and "yo	our" always (unl • tax return?	ess otherwise no	ted) refer to ?
Because the stud For 2017, have ye Select Select	e the FAFSA belo lent. ou completed you	ongs to the studen ur IRS income tax re	it, "you" and "yo	our" always (unl • tax return?	ess otherwise no	ted) refer to ?
<ul> <li>Because the stud</li> <li>For 2017, have years</li> <li>Select</li> <li>Select</li> <li>Already complete</li> </ul>	e the FAFSA belo lent. ou completed you	ongs to the studen ur IRS income tax re	it, "you" and "yo	our" always (unl • tax return?	ess otherwise no	ted) refer to ?
Because the stud For 2017, have ye Select Select Already complete Will file	e the FAFSA belo lent. ou completed you	ongs to the studen ur IRS income tax re	it, "you" and "yo	our" always (unl • tax return?	ess otherwise no	ted) refer to
Because the stud For 2017, have ye Select Select Already complete Will file Not going to file	e the FAFSA belo lent. ou completed you	ongs to the studen ur IRS income tax re	it, "you" and "yo	our" always (unl • tax return?	ess otherwise no	ted) refer to
Because the stud     For 2017, have ye     Select     Select     Already complete     Will file     Not going to file     te Last Updated: Sunday	e the FAFSA bel ent. ou completed you d	ongs to the studen ur IRS income tax re	it, "you" and "yo	our" always (unl • tax return?	ess otherwise not	ted) refer to ? 

# Option a). If you select "*Already Completed"* IRS Income Tax Return

If you filed taxes for the requested year, select this option.

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If you select "Already Completed":

**Select "Link to IRS"** to transfer your federal income tax return information directly into the FAFSA from the IRS using their "Data Retrieval Tool" (DRT).

- To protect security of tax information, you will not be able to see the actual information that is being transmitted.
- If you have difficulty with the DRT or it's not working, you can manually enter the information from your federal income tax return.
- If you don't have a copy of your tax return, you can download a free transcript at irs.gov/ transcript or request a federal income tax return transcript by filing IRS Form 4506-T, which can be found at www.irs.gov/pub/irs-pdf/f4506t.pdf. If you see a reference to a \$50 fee, it means you have the wrong form (IRS Form 4506 instead of IRS Form 4506-T).



- "Leaving *FAFSA on the Web"* will display when going to the IRS Web site.
- It will inform you that your IRS tax information will not display, for your protection.
- Click "PROCEED TO IRS SITE" or "SKIP \_\_\_\_\_ IRS TRANSFER" if you would like to enter the information manually (not recommended).



Next, you will be taken to the IRS Data Retrieval Tool Site.

 A warning text appears as the IRS Data Retrieval Tool site is displayed.

Click "Ok"

# IRS.gov

### **Get My Federal Income Tax Information**

See our <u>Privacy Notice</u> regarding our request for your personal information.

Enter the following information from your 2017 Federal Income Tax Return.

Required fields \*

Ð

		GDIT
Last Name *		DATA
Social Security Numb	er*	*** - ** - 2630
Date of Birth *		01 / 01 / 1999
Filing SI Message f	rom webpage	
P.O Apt. Cou City Stat	THIS U.S. GOVERNMENT SYSTEM ONLY! Use of this system constitutes cor interception, recording, reading, authorized personnel of all activit in this system. Unauthorized use subject to criminal and civil pena applicable to willful unauthorized	IS FOR AUTHORIZED USE issent to monitoring, copying or capturing by ties. There is no right to privacy of this system is prohibited and Ities, including all penalties d access (UNAX) or inspection of 1020 and 26 US C 7212A and

Español

2019-20 IRS Data **Retrieval Tool**, page 1:

The fields at the top are pre-filled based on FAFSA responses. The Social Security Number cannot be updated.

Provide the address that matches your Federal Income Tax **Return for the** requested year.



First Name \*

Last Name \*

Date of Birth \*

Filing Status \* 🕜

ZIP Code \*

Social Security Number \*

Address Must match you

City, Town or Post Office \*

State/U.S. Territory \*

Return to FAFSA | Log Out | Help

Español

Required fields \*

### Get My Federal Income Tax Information

See our Privacy Notice regarding our request for your personal information.

Enter the following information from your 2017 Federal Income Tax Return.

t Name *	GDIT
t Name *	DATA
ial Security Number *	*** - ** - 2630
e of Birth *	01 / 01 / 1999
g Status * 😯	Single
ress Must match your 2017 Federal Income Tax Return. 😗	
Street Address *	
P.O. Box (Required if entered on your tax return) ᄀ	
Apt. Number (Required if entered on your tax return)	
Country *	United States

Select the button below to exit the IRS system and return to your FAFSA.

By submitting this information, you certify that you are the person identified. Use of this system to access another person's information may result in civil and criminal penalties.

Return to FAFSA

 $\sim$ 

Submit

### IRS Privacy Policy

Select One

2019-20 IRS Data Retrieval Tool, page 1, continued:

Click "Submit" to retrieve IRS data, or "Return to FAFSA" to discontinue use of the IRS DRT and return to your FAFSA.

IRS.gov

### **Get My Federal Income Tax Information**

See our Privacy Notice regarding our request for your personal information.

Enter the following information from your 2017 Federal Income Tax Return.

Required fields \*

First Name *	GDIT
Last Name *	DATA
Social Security Number *	*** - ** - 2630
Date of Birth *	01 / 01 / 1999
Filing Status * 😯	Single
Address Must match your 2017 Federal Income Tax Return	• 1 · · · · · · · · · · · · · · · · · ·
Street Address *	4050 Alpha Rd Test
P.O. Box (Required if entered on your tax return) 😯	
Apt. Number (Required if entered on your tax return)	
Country *	United States
City, Town or Post Office *	Farmers Branch
State/U.S. Territory *	Texas (TX)
ZIP Code *	75244
Select the button below to exit the IRS system and return to your FAFSA.	By submitting this information, you certify that you are the person identified. Use of this system to access another person's information may result in civil and criminal penalties.
Return to FAFSA	Submit
IRS Pr	ivacy Policy

Return to FAFSA | Log Out | Help

Ø

Español

# FAFSA SECTION 5: FINANCIAL INFORMATION2019-20 IRS DataIRS.govRetrieval Tool,IRS.gov

page 2:

- Check the "Transfer My Tax Information..." box and click "Transfer Now" to carry this data back into your FAFSA OR
- Check the "Do Not Transfer..." box and click "Do Not Transfer" to discontinue use of the IRS DRT

You are again notified on this page that the information will not display on the IRS page or on the fafsa.ed.gov site.

### Return to FAFSA | Log Out | Help

Español

### 2017 Federal Income Tax Information

Gdit Data

Based on the information you provided, the Internal Revenue Service (IRS) located your income tax return. With your permission below, the IRS will securely transfer your tax information to the Department of Education (ED) to populate any applicable FAFSA® questions.

For your protection, the IRS will not display your tax information and will further encrypt any tax information transferred using the IRS DRT; therefore, ED is unable to display your tax information on your FAFSA.

The data retrieved from your tax return is limited to the items listed below as you reported to the IRS:

Tax Year Name(s) Social Security Number Filing Status IRS Exemptions

Type of Return Filed Adjusted Gross Income Income Earned from Work Income Tax Education Credits Untaxed Pensions Untaxed IRA Distributions Tax exempt Interest Income IRA Deductions and Payments Status of Amended Returns Received

Refer to your tax records if you have a question about the values you reported.

Print this page for your records before choosing an option below.

### Transfer My Tax Information into the FAFSA 😨

The tax information provided to FOTW will populate the answers to the appropriate FAFSA questions. After the FAFSA is populated your IRS session will end and you will return to your FAFSA. Check this box if you are choosing to transfer your information.



Do Not Transfer

ଚ

Do Not Transfer My Tax Information and Return to the FAFSA 😯

By clicking the "Do Not Transfer" button, you are choosing not to transfer your tax information electronically. Your IRS session will end and you will return to your FAFSA.

#### IRS Privacy Policy



## 2019-20 "Student Financial Information".

If the student clicked on "No Thanks" for using the IRS Data Retrieval Tool, then they will be asked questions about income and tax information from their federal income tax return

Note: Whenever possible, students should use the Data Retrieval Tool.

### Student Eligible for IRS DRT Student Parent Financial School Selection Sign & Submit Confirmation Dependency Status Demographics Demographics Information STUDENT INFORMATION Applying is faster and easier with the IRS DRT! Based on your responses, we recommend that you transfer your information from the IRS into this FAFSA. The IRS Data Retrieval Tool allows users to link to the IRS Web site and securely transfer original IRS tax return information into their FAFSA. For your protection, your tax return information will not display on the IRS Web site or on the FAFSA. If you use the IRS DRT, you may not have to provide additional IRS documentation later to qualify for federal student aid. LINK TO IRS 🗱 No Thanks

Site Last Updated: Sunday, September 30, 2018

Download Adobe Reader

## 2019-20 "Student Financial Information"

The student will be asked to provide information from their tax return, including the type of tax return filed, the adjusted gross income, and how much was earned from working.

**Tip:** The FAFSA tells you on what line of your tax return you can find the requested information.



If you indicated that you filed an IRS form <u>1040</u> and your income was below a certain threshold, you will be asked if you are a dislocated worker. If you are unsure if you are a dislocated worker, click the Help icon for a full definition.

If you answer Yes, the financial aid administrator at your college may require proof that you or your spouse is a dislocated worker.

You may then be asked if you received any federal benefits in 2017 or 2018. These federal benefits often have different names locally:

Federal Benefit Name	California Benefit Name
Medicaid	Medi-Cal
Supplemental Nutrition Assistance Program (SNAP)	Cal Fresh (i.e. "food stamps")
Temporary Assistance for Needy Families (TANF)	CalWorks

Student Simplified Path Determination
Student       School Selection       Dependency Status       Parent       Financial       Sign & Submit       Confirmation         Image: Student School Selection       Image: School Selection       Im
As of today, are you a <u>dislocated worker</u> ?
In 2017 or 2018, did you or anyone in your household receive benefits from any of the federal benefits programs listed below?
Check all that apply or check <b>None of the above</b> . If, at the time you are completing the FAFSA, you or anyone in your household did NOT receive any of these benefits during 2017 or 2018, but do receive any of them on or before December 31, 2018, you must return to the FAFSA and update your response.
Answering these questions will not reduce eligibility for student aid or these programs.
Medicaid Anticaid
Supplemental Security Income (SSI)
Supplemental Nutrition Assistance Program (SNAP)
Free or Reduced Price School Lunch
Temporary Assistance for Needy Families (TANF)
Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
None of the above
CHECK FOR ERRORS
Site Last Updated: Sunday, September 30, 2018 Download <u>Adobe Reader</u>
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# Additional IRS info

The student will then need to provide the amount of their income tax and number of exemptions.

Remember that the instructions tell you what line to find this information on from your tax return.

		Student	t Additional I	RS Info		
Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
STUDENT INFO Enter the amo 1040EZ-line 10	unt of your income	tax for 2017. This a	amount is found o	on IRS Form 1040/	A-lines (28 minus lii	ne 36) or 🕐
Enter your exe	emptions for 2017.	This amount is four	nd on IRS Form 10	)40A-line 6d or 10	40EZ-line 5 worksh	eet.
					• PREVIOUS	NEXT O

# **Questions for Tax Filers Only**

Based on the answers to the previous questions, you may be asked if you would like to skip the remaining questions about your income and assets. There is no penalty for choosing yes and skipping the remaining questions.

Otherwise, the student will be asked about various other forms of income.



# Additional Financial Info.

If you received federal work-study, you must enter the information twice in the FAFSA so that it is <u>subtracted</u> when determining your total income. First, include the amount in the total provided when asked "How much did you earn from working?"

Also provide the amount in Additional Financial Info Section that says, "Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships"



# **Untaxed Income**

You DO NOT have to report the following information as income earned from working, or in the "Additional Financial Information" or "Untaxed Income" section:

 $\rightarrow$  Extended Foster Care (AB 12) benefits—including Supervised Independent Living Placement (SILP) payments or payment from a THP-Plus FC program. Even if your SILP payment is sent directly to you, you DO NOT need to report this as income. This also includes the infant supplement.

- $\rightarrow$  Welfare (CalWORKs) payments
- → Untaxed Social Security benefits
- $\rightarrow$  Supplemental Security Income (SSI) do not confuse with Social Security Disability Insurance (SSDI)

\*There are other less common types of untaxed income that do not need to be reported. Check the "Help" page for "Other Untaxed Income" to see the complete list.



Click "Yes" to skip questions about your assets.

If your income is over a certain threshold, you will instead be asked to provide information about your assets such as savings or investment accounts (pages not shown)

		St	tudent Asse	ts		
Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
STUDENT INFO						
Do you want to	skin questions ab	out your assets?				?
Do you want to	o skip questions ab ) No	out your assets?				?
Do you want to Yes CHECK F	o skip questions ab ) No OR ERRORS	out your assets?			PREVIOUS	? NEXT ╺>
Do you want to Yes CHECK For Site Last Updated: Sund	o skip questions ab ) No OR ERRORS	out your assets?			PREVIOUS	? NEXT ╺>

# Option b). If you select "*Not Going to File"* IRS Income Tax Return

If you did not have to file taxes, select this option. You will still be asked questions about any income you may have earned or received.

Select "Not going to file" if, for example, you did not work or did not make enough money to require you to file taxes for the requested year.

If you are not going to file taxes, you may be required to submit an IRS Verification of Nonfiling Letter. This can be requested free of charge at irs.gov/transcript or by filling

out IRS Form 4506-T. See your college financial aid department for assistance.



**Unsure if you made enough money to file taxes?** Each year the income requirement is different. For example, in 2017 if you were single, under 65 and your gross income was at least **\$10,400**, then you needed to file a tax return.

<u>**Gross income</u>** = total income paid to you before any deductions or taxes were taken out.</u>



# Income from Work

The student will be asked to provide how much money was earned from work.



# Additional Financial Info

If you received federal work-study, you must enter the information twice in the FAFSA so that it is subtracted when determining your total income. First, include the amount in the total provided when asked "How much did you earn from working?"

Also provide the amount in Additional Financial Info Section that says, "Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships"



# **Untaxed Income**

You DO NOT have to report the following information as income earned from working, or in the "Additional Financial Information" or "Untaxed Income" section:

 $\rightarrow$  Extended Foster Care (AB 12) benefits—including Supervised Independent Living Placement (SILP) payments or payment from a THP-Plus FC program. Even if your SILP payment is sent directly to you, you DO NOT need to report this as income. This also includes the infant supplement.

- $\rightarrow$  Welfare (CalWORKs) payments
- → Untaxed Social Security benefits
- $\rightarrow$  Supplemental Security Income (SSI) do not confuse with Social Security Disability Insurance (SSDI)

\*There are other less common types of untaxed income that do not need to be reported. Check the "Help" page for "Other Untaxed Income" to see the complete list.


Click "Yes" to skip questions about your assets.

If your income is over a certain threshold, you will instead be asked to provide information about your assets such as savings or investment accounts (pages not shown)

Student Assets						
Student Demographics	School Selection	Dependency Status	Parent Demographics	Financial Information	Sign & Submit	Confirmation
STUDENT INFO						
Do you want to	skip questions ab	out your assets?				?
Do you want to Yes	) skip questions ab ) No DR ERRORS	out your assets?			PREVIOUS	?
Do you want to Yes CHECK FC	o skip questions ab ) No DR ERRORS	out your assets?			PREVIOUS	? NEXT 🗢
Do you want to Yes CHECK FC Site Last Updated: Sund	o skip questions ab ) No OR ERRORS	out your assets?			PREVIOUS Dot	? NEXT •

# Option c). If you select "Will File" IRS Income Tax Return

Very few people will need to select this option. If you were required to file taxes, but missed the deadline, select this option.

#### **FAFSA SECTION 5: FINANCIAL INFORMATION**

If you select "Will file" a tax return, indicate what your filing status will be when you do file.

A message will appear to confirm that you have missed the deadline to file taxes, but still plan to file an income tax return.

Click "OK" if this is true.



**Remember:** If a student selects "Will File" they must update their **FAFSA** once they have filed their federal income tax return.

#### **FAFSA SECTION 5: FINANCIAL INFORMATION**

## Student Financial Information:

Either use the prior year's taxes if the information is similar to provide estimates, or click "Income Estimator" for assistance estimating the adjusted gross income, and answer the remaining questions about income as accurately as possible.

<u>Gross income</u> = total income paid to you before any deductions or taxes were taken out.

To view the additional financial information screens that follow, see pages 61-67 of this guide.



# Sign & Submit Section

## The final section of the FAFSA!

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#### **FAFSA SECTION 6: SIGN & SUBMIT**

#### READ ALL OF THE INFORMATION YOU PROVIDED CAREFULLY BEFORE YOU SIGN AND SUBMIT YOUR APPLICATION

- Print, read and check the information on this screen. It is a summary of the information you provided on the FAFSA.
- Use the button at the bottom of the page to print a copy.
- If everything is ok, move on to the next page, where you will be asked to sign the FAFSA.



#### **FAFSA SECTION 6: SIGN & SUBMIT**

READ ALL OF THE INFORMATION YOU PROVIDED CAREFULLY BEFORE YOU SIGN AND SUBMIT YOUR APPLICATION

 Read and check the box indicating agreement with the signing statement and move onto the next page.



- Click "SIGN THIS FAFSA" and then "SUBMIT MY FAFSA NOW"
- Since you entered your FSA ID to login to the FAFSA, you don't have to enter it again.



#### **FAFSA SECTION 7: CONFIRMATION**

## This is your Confirmation Page to show that your FAFSA is submitted!

- If possible, print and save a copy of this page for your records.
- A copy will also be sent to you via email.
- If you need to make any changes, you must wait until you receive your Student Aid Report (SAR) or Student Aid Acknowledgement. This may take a few days to a few weeks after filing your FAFSA.



## After the FAFSA

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Once your FAFSA is processed (within a few days), it will be indicated when you log back into the FAFSA.

You can make a correction by choosing "Make FAFSA Corrections," or click to "View or Print your Student Aid Report (SAR)."

If you choose "Make FAFSA Corrections," you will be taken to a page asking for your FSA ID Username, FSA ID Password and Save Key.

Choosing "View or Print your Student Aid Report" will take you to a page asking for your FSA ID Username and FSA ID password. From there, you'll be able to view your SAR.

# STUDENT INFORMATION Welcome, 2019-2020 2018-2019 Current Application Status: Processed Successfully Corgratulations, your FAFSA was successfully processed. What Happens Next • Your FAFSA information was made available to the school(s) you listed on your FAFSA. • Your School(s) will use your FAFSA information to determine the aid you may be eligible to receive.

My FAFSA - 2019-2020

- Your school(s) will contact you if they need more information or to discuss your financial aid award.
- If you have questions about your financial aid package contact your school(s).

#### You can also:

- <u>View or Print your Student Aid Report (SAR)</u>
- <u>Make FAFSA Corrections</u> to make a change, add a school, or transfer IRS data into your FAFSA
- Create a shareable file with some of your student information using MyStudentData Download.

#### Transaction History

#### **Original Application**

- Submitted: 10/01/2018
- Processed: 10/02/2018

## Acknowledgements

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