

We need clarification about the income you (and your parents, if applicable) reported on your 2018-2019 Free Application for Federal Student Aid (FAFSA). Please complete the following:

STUDENT NAME: _____ ID# _____
 PHONE: () _____ EMAIL: _____

STUDENT HOUSING STATUS (please check)

What was your housing status in **2016** (where did you live)?

- With parents.**
- With relatives/friends.**
- Other** (address):

STUDENT INCOME

List all sources of income for **2016**, regardless of whether you filed a tax return.

ANNUAL INCOME SOURCE	ANNUAL AMOUNT
SUPPORT FROM PARENTS/FRIENDS/RELATIVES	\$
FINANCIAL AID RECEIVED	\$
OTHER (source)	\$
	\$
	\$

STUDENT EXPENSES

Complete the following **2016** Budget Worksheet. Report the actual **yearly** amount paid in **2016** for the items below. If an item does not apply to you, enter a "0". Do NOT leave any blanks. Sections left blank can significantly delay processing.

ANNUAL EXPENSES	ANNUAL AMOUNT	WHO PAID FOR IT? (i.e. parents, relatives, financial aid, etc.)
ROOM/RENT	\$	
BOARD (food)	\$	
UTILITIES (gas and electric)	\$	
TELEPHONE	\$	
LAUNDRY	\$	
CLOTHING	\$	
INSURANCE (health, life, auto, tenant, etc.)	\$	
MEDICAL EXPENSES	\$	
TRANSPORTATION	\$	
PERSONAL	\$	
HOUSEHOLD UPKEEP (cleaning aids, paper items, etc.)	\$	
OTHER (explain)	\$	
	\$	
	\$	
DEBT PAYMENTS (credit cards, etc.)	\$	
CAR PAYMENTS	\$	
TUITION PAYMENTS IN 2016 (annual amounts)	\$	
RECREATION	\$	
BOOKS AND SUPPLIES	\$	

Did you provide parent data on your 2018-2019 FAFSA?

- Yes** (Your parent of record must complete the sections below.)
- No**

PARENT HOUSING STATUS

What was your housing status in **2016** (where did you live)?

- Rent.**
- With relatives/friends.**
- Own** (address):

PARENT INCOME

List all sources of income for **2016**, regardless of whether you filed a tax return.

ANNUAL INCOME SOURCE	ANNUAL AMOUNT
EARNINGS FROM WORK – PARENT A	\$
EARNINGS FROM WORK – PARENT B	\$
SUPPORT FROM OTHERS (PARENT/FRIEND/RELATIVE)	\$
OTHER (source)	\$
	\$
	\$

PARENT EXPENSES

Complete the following **2016** Budget Worksheet. Report the actual yearly amount paid in **2016** for the items below. If an item does not apply to you, enter a "0". Do NOT leave any blanks. Sections left blank can significantly delay processing.

ANNUAL EXPENSES	ANNUAL AMOUNT	WHO PAID FOR IT? (i.e. family member, relative, financial aid, etc.)
ROOM/RENT	\$	
BOARD (food)	\$	
UTILITIES (gas and electric)	\$	
TELEPHONE	\$	
LAUNDRY	\$	
CLOTHING	\$	
INSURANCE (health, life, auto, tenant, etc.)	\$	
MEDICAL EXPENSES	\$	
TRANSPORTATION	\$	
PERSONAL	\$	
HOUSEHOLD UPKEEP (cleaning aids, paper items, etc.)	\$	
OTHER (explain)	\$	
	\$	
	\$	
DEBT PAYMENTS (credit cards, etc.)	\$	
CAR PAYMENTS	\$	
TUITION PAYMENTS IN 2016 (annual amounts)	\$	
RECREATION	\$	
BOOKS AND SUPPLIES	\$	

REQUIRED SIGNATURES:

I certify that the above information is true and accurate to the best of my knowledge.

Student (computer font and electronic signatures **not** accepted) Date

Spouse or Parent (if applicable) Date

How to submit personal information

A breach of security can occur if you submit your personally identified information (PII) through electronic means without using appropriate security measures. Please use the following secure options to submit your PII information to our office:

- U.S. Postal Mail – 521 Wall Street, Seattle, WA 98121
- FAX to 206.239.4544
- Drop off at 521 Wall Street, Seattle, WA 98121
- Email as an attachment to finaid@cityu.edu from your CityU address using encryption
 - Encryption instructions:

How to Password Protect Your **Word Document** through Encryption:

1. Click the File tab.
2. Click Info.
3. Click Protect Document, and then click Encrypt with Password.
4. In the Encrypt Document box, type a password that you will share with CityU Financial Aid, and then click OK.
5. In the Confirm Password box, retype the password, and then click OK.
6. Email your document attachment to Finaid@CityU.edu.
7. Email, ***in a separate email***, your password so that we may open your attachment and print your document.

How to Password Protect Your **PDF Document** through Encryption (charges may apply):

<https://helpx.adobe.com/acrobat/using/securing-pdfs-passwords.html>

1. Open the PDF and choose Tools-> Protect-> Encrypt-> Encrypt with Password.
2. If you receive a prompt, click Yes to change the security.
3. Select Require A Password To Open The Document, and type a password that you will share with CityU Financial Aid.
4. Do **NOT** select anything in Permissions, otherwise we will be unable to print your document for review.
5. Select the Compatibility of Acrobat X And Later, and Encrypt All Document Contents.
6. Click OK, and then re-type your password to confirm.
7. Email your document attachment to Finaid@CityU.edu.
8. Email, ***in a separate email***, your password so that we may open your attachment and print your document.