



## 2020-2021 PROOF OF SEPARATION/DIVORCE

Student Name \_\_\_\_\_ SS#: \_\_\_\_\_ CUNYfirst ID# \_\_\_\_\_

Your or custodial parent's (if dependent) marital status was reported on the 2020-2021 Free Application for Federal Student Aid (FAFSA) as married. However, you or your parent (if dependent) stated the marital status is separated. Before we can determine your eligibility for federal financial assistance, this form must be completed and returned with all required documents. Failure to provide this information will result in the loss of federal financial aid for this academic year.

**If you do not or cannot provide the required documents, the income and asset information of your spouse or both parents (if dependent) may be required on the FAFSA.**

### STEP 1: Marital Status (this information must be completed):

Date of Your or Parents' (if dependent) Marriage: \_\_\_\_\_ (MM/DD/YYYY)

Are you/your parents (if dependent) divorced? Check One

- Yes      Date of divorce: \_\_\_\_\_ (MM/DD/YYYY)  
 You must attached a copy of the court-issued divorce agreement.
- No      Date of separation: \_\_\_\_\_ (MM/DD/YYYY)

Do you/your parents (if dependent) intend to proceed with a divorce?    Yes \_\_\_\_\_ No \_\_\_\_\_

Have you or they (parents) consulted an attorney or Legal Aid in this matter?    Yes \_\_\_\_\_ No \_\_\_\_\_

Is this a legal separation? (Check One)

- Yes      You must attach a copy of the legal separation agreement.
- No

What was the last year you and your spouse or parents (if dependent) filed a joint federal tax return? \_\_\_\_\_

Never filed a joint return: \_\_\_\_\_

Have you or custodial parent (if dependent) remarried: Yes \_\_\_\_\_ No \_\_\_\_\_ Date: \_\_\_\_\_

### STEP 2: Household information

Date on which you and/or spouse or parents (if dependent) changed residences: \_\_\_\_\_

**Your or custodial parent's** (if dependent) complete current address: \_\_\_\_\_

Student's or custodial parent's (if dependent) home phone number: \_\_\_\_\_

Student's or custodial parent's (if dependent) cell phone number: \_\_\_\_\_

**Spouse or Non-custodial parent (if dependent)**

Spouse's or non-custodial parent's (if dependent) Name: \_\_\_\_\_

Spouse's or non-custodial parent's (if dependent) complete current address: \_\_\_\_\_

\_\_\_\_\_

Spouse's or non-custodial parent's (if dependent) home phone number: \_\_\_\_\_

Spouse's or non-custodial parent's (if dependent) cell phone number: \_\_\_\_\_

**STEP 3: Required documentation:**

If you or parents (if dependent) **are divorced:**

- A copy of your or parents (if dependent) divorce decree.
- Documentation that you and your spouse or parents (if dependent) permanently reside in separate residences. This must include official documents such as separate leases/mortgages statements, bank statements, driver's license, and utility bills. Documentation must show that two separate households are maintained at two different physical addresses.
- Copies of all W-2 forms and Official Tax Return transcripts from IRS for your or custodial parent (if dependent) most recent tax filing year.

If you or parents (if dependent) **are separated:**

- A copy of the legal separation agreement if you or parents (if dependent) have one.
- A notarized letter from you or parents (if dependent) explaining whether the separation is permanent, and if there are plans to file for a divorce.
- Official documentation that you or parents (if dependent) permanently reside in separate residences: this must include official documents such as separate leases/mortgages statements, bank statements, driver's license, and utility bills. Documentation must show that two separate households are maintained at two different physical addresses.
- Two letters from third party professionals (i.e. attorney, counselor, clergy person, case worker, etc.) on letterhead who can confirm your or parent (if dependent) current marital status *in their professional capacity*.

**If the documentation above cannot be provided, you may be required to provide the tax and asset information for you and spouse or both of your parents (if dependent) on the FAFSA to be considered for federal financial aid.**

By signing this form, you agree to provide additional documentation, if needed that will verify the accuracy of your information. If you purposely give false or misleading information to qualify for Title IV funds, you will be referred to the U.S. Department of Education's Inspector General, and you may be fined up to \$20,000, sent to prison, or both.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

Custodial Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_