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# US Department of Education

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## **FAFSA on the Web Redesign Use Case Specification: Pre-FAFSA Worksheet**

**Version 4.2**

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Use Case Specification: Pre-FAFSA Worksheet	Date: 3/5/01

## Revision History

<b>Date</b>	<b>Version</b>	<b>Description</b>	<b>Author</b>
1/4/01	3.1	Pre-FAFSA Worksheet	Modernization Partner
1/31/01	3.3	Added business rules	Modernization Partner
2/5/01	4.0	No NCS comments – this is new functionality Added Alternate Flow Diagram Imbedded Basic Flow wireframes	Modernization Partner
2/8/01	4.1	Updated to Version 4.1	Modernization Partner
3/5/01	4.2	No changes from change log to implement. Update wireframes.	Modernization Partner

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# Use Case Specification: Pre-FAFSA Worksheet

## 1. Use Case Name: Pre-FAFSA Worksheet

### 1.1 Brief Description

This use case describes how an Applicant downloads the Pre-FAFSA Worksheet.

### 1.2 Note

- Navigation to get page-specific help messages is not documented in this use case. Please refer to “**FAFSA\_WEB\_Help.doc**” for more information.
- Description of concept, data, variables and database interactions is defined in “**FAFSA\_WEB\_Glossary.doc.**”
- Edit error process (validation and error display) is defined in “**FAFSA\_WEB\_Edit\_Error.doc.**”

## 2. Actors

#	Actor Name	Actor Type
1	Applicant	Primary

## 3. Assumptions

#	Assumptions
1	Applicant selects <b>PRE-FAFSA WORKSHEET.PDF.</b>
2	Applicant chooses to print the worksheet.

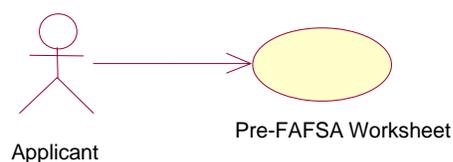
## 4. Pre-Conditions

#	Pre-Conditions	Wireframe
1	Applicant begins at the home page.	home.htm
2	Applicant selects: <b>COMPLETING A FAFSA</b>	Complete001.htm
3	Applicant selects: <b>PRE-FAFSA WORKSHEET</b>	Complete012.htm

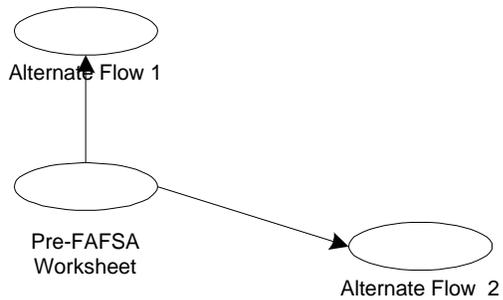
## 5. Post-Conditions

#	Post-Conditions	Wireframe
1	None	

## 6. Diagram



## 7. Alternate Flow Diagram



## 8. Flow of Events

### 8.1 Basic Flow

Basic Flow				
#		Events	Data Elements	Wireframe
1	→	This use case begins when the Applicant chooses to download the <b>PRE-FAFSA WORKSHEET</b>		
2	←	System displays: Pre-FAFSA Worksheet		Before012.htm or Complete012.htm
3.1	←	Applicant selects <b>PRE-FAFSA WORKSHEET.PDF</b>		

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Before012.htm

[PIN Site](#) [Help](#) [Contact Us](#) [FAFSA FAQs](#) [Site Map](#)

[FAFSA on the Web logo home](#)

**FAFSA on the Web**  
**Your Free Application for Federal Student Aid**  
**U.S. Department of Education, Student Financial Assistance**

[Discover Your Opportunities](#)

**Before Beginning a FAFSA**

[Completing a FAFSA](#)

[FAFSA Follow-Up](#)

- [Overview](#)
- [Documents Needed](#)
- [Pre-FAFSA Worksheet](#)
- [Drug Conviction Worksheet](#)
- [Signatures Required](#)
- [Your PIN](#)
- [Time to Complete](#)
- [Student Eligibility](#)
- [Deadlines](#)
- [School Code Search](#)
- [Browser Requirements](#)
- [Clearing Your Browser's Cache](#)
- [Before Beginning a FAFSA FAQs](#)

**Pre-FAFSA Worksheet**

You can download a non-submittable 2001-2002 Pre-FAFSA Worksheet (in PDF format) for informational purposes.

You may find the 2001 - 2002 Pre-FAFSA Worksheet helpful to:

- Familiarize yourself with the kinds of questions you'll need to answer
- Familiarize your parents with the required information (if you are dependent, you will need to provide information about your parent(s) as well).
- Remind you of the documents you'll need to fill out the online application

You must have Adobe Acrobat Reader to view the Pre-FAFSA Worksheet. Select this [link](#) if you do not have Adobe Acrobat Reader and would like to find out how to obtain it.

If you have Adobe Acrobat Reader installed on your computer, you can download non-submittable worksheet: [pre-FAFSA worksheet.pdf](#)

**This worksheet is for informational purposes only. DO NOT mail this page to the Department of Education, we will not return it to you.**

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**Notes:**

- Pre-FAFSA Worksheet is incomplete at this time

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Complete012.htm

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**Completing a FAFSA**

[FAFSA Follow-Up](#)

- [Overview](#)
- [Pre-FAFSA Worksheet](#)
- [Fill Out Your FAFSA](#)
- [Fill Out a Renewal FAFSA](#)
- [Open Your Saved FAFSA](#)
- [Provide Electronic Signature](#)
- [Make Corrections](#)
- [Register for Your PIN](#)
- [Forgot Your PIN?](#)
- [Forgot Your Password?](#)
- [Browser Requirements](#)
- [Completing a FAFSA FAQs](#)

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**This worksheet is for informational purposes only. DO NOT mail this page to the Department of Education, we will not return it to you.**

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**Notes:**

- Download non-submittable worksheet: pre-FAFSA\_worksheet.pdf is for the 2001-2002 cycle

**URL Listing:**

PIN Site: PIN/index.htm  
 Help: Help.htm  
 Contact Us: Contact.htm

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FAFSA FAQs: FAQ001.htm  
Site Map: Map.htm  
FAFSA on the Web logo: home.htm  
Discover Your Opportunities: What001.htm  
Before Beginning a FAFSA: Before001.htm  
FAFSA Follow-Up: Follow001.htm  
Overview: Complete001.htm  
Pre-FAFSA Worksheet: Complete012.htm  
Fill Out Your FAFSA: Complete013.htm  
Open your Saved FAFSA: Complete005.htm  
Fill Out a Renewal FAFSA: Complete004.htm  
Provide Electronic Signature: Complete007.htm  
Make Corrections: Complete014.htm  
Register Your PIN: PIN/index.htm  
Forgot Your PIN: PIN/index.htm  
Forgot Your Password?: Complete010.htm  
Browser Requirements: CompleteBrowser\_Req.htm  
Completing a FAFSA FAQs: Complete011.htm  
link: <http://www.adobe.com/prodindex/acrobat/readstep.html>  
pre-FAFSA\_worksheet.pdf: Complete012.htm#  
Privacy & Security: SecPriv.htm

**Image Files:**

TBD

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Basic Flow				
#		Events	Data Elements	Wireframe
4	←	System displays Non-Submittable 2001-2002 Pre-FAFSA Worksheet		pre-fafsa_worksheet.pdf
5.1	→	Applicant chooses to print the worksheet.		
6	→	Applicant chooses to close the worksheet.		

pre-fafsa\_worksheet.pdf

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**Non-Submittable 2001-2002 Pre-FAFSA Worksheet**

**GENERAL INSTRUCTIONS FOR COMPLETING THE PRE-FAFSA WORKSHEET**

This worksheet will help you identify all the questions you will need to answer for the 2001-2002 FAFSA on the Web. DO NOT mail this page to the Department of Education, we will not return it to you. When you have compiled all the answers to the questions that apply to you in this worksheet, you can apply over the Internet using FAFSA on the Web at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

**The 2001-2002 FAFSA on the Web consists of 10 steps:**

- Step 1:** Provide Information About You - required for all students
- Step 2:** Provide Your Financial Information - required for all students
- Step 3:** Indicate Your Student Status - required for all students
- Step 4:** Provide Parents' Information - required for students considered dependent, optional for the independent students
- Step 5:** Provide Your Household Information - required for students considered independent
- Step 6:** Indicate Which Schools Should Receive Your Information - required for all students
- Step 7:** Provide Preparer Information- required for all students who received help completing FAFSA from a preparer
- Step 8:** Review Completed FAFSA
- Step 9:** Provide Signatures
- Step 10:** Submit Your FAFSA

If you are filling a 2000 income tax return, we recommend that you complete it before filling out this worksheet or the FAFSA form. However, you do not need to file your income tax return with the IRS before you submit the 2001-2002 FAFSA.

<b>Step 1: Provide Info About You (Questions 1-35)</b>	
<b>INSTRUCTIONS FOR THIS STEP:</b>	
<b>For questions 1-34, leave blank any questions that do not apply to you (the Student).</b>	
1. Last Name:	
2. First Name:	
3. Middle Initial:	
4. Permanent Street Address (include Apt. Number):	
5. City (and Country if not U.S.):	
6. State:	
7. Zip Code:	
8. Your Social Security Number:	

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9. Your date of birth:	
10. Your permanent telephone number (area code first):	
11. Driver's license number (if any):	
12. Driver's license state:	
13. Are you a U.S. Citizen?	<b>Select one:</b> Yes, I am a U.S. Citizen No, but I am an eligible noncitizen No, I am not a citizen or eligible noncitizen
14. Alien Registration Number:  This question can be left blank if you are an eligible noncitizen only if you selected Canada, Federated states of Micronesia, the Marshall Islands, or Palau as your State of Legal Residence.	
15. Marital status as of today:	<b>Select one:</b> I am single, divorced, or widowed I am married or remarried I am separated
16. Month and year you were married, separated, divorced, or widowed:  If divorced, use date of divorce or separation, whichever is earlier.	
Are you an "early analysis" student?  Answer "No" to this question if you plan on attending college during the 2001-2002 school year.	<b>Select one:</b> Yes No
<b>Answer questions 17-21 only if you answered "No" to the question "Are you an 'early analysis' student".</b>	
17. Expected enrollment for Summer 2001:	<b>Select one:</b> Full Time 3/4 Time Half Time Less Than Half Time Not Attending
18. Expected enrollment for Fall semester or quarter 2001:	<b>Select one:</b> Full Time 3/4 Time Half Time Less Than Half Time Not Attending

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19. Expected enrollment for Winter quarter 2001 - 2002:	<b>Select one:</b> Full Time 3/4 Time Half Time Less Than Half Time Not Attending
20. Expected enrollment for Spring semester or quarter 2002:	<b>Select one:</b> Full Time 3/4 Time Half Time Less Than Half Time Not Attending
21. Expected enrollment for Summer 2002:	<b>Select one:</b> Full Time 3/4 Time Half Time Less Than Half Time Not Attending
22. Highest school your father completed:	<b>Select one:</b> Middle School High School College or Beyond Other/unknown
23. Highest school your mother completed:	<b>Select one:</b> Middle School High School College or Beyond Other/unknown
24. What is your state of legal residence?	
25. Did you become a legal resident of this state before January 1, 1996?	<b>Select one:</b> Yes No
26. If the answer to the previous question is "No", give the month and year you became a legal resident of this state:	
27. Are you a male? (Most male students must register with the Selective Service to get federal aid.):	<b>Select one:</b> Yes No
28. If you are male (age 18-25) and not registered, do you want the selective service to register you?	<b>Select one:</b> Yes No

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<p>29. What degree or certificate will you be working on during 2001 - 2002?</p>	<p><b>Select one:</b>  1st bachelor's degree  2nd bachelor's degree  Associate degree (occupational or technical)  Associate degree (general education/transfer)  Certificate/diploma for less than 2yr. Program  Teaching credential program  Graduate/professional  Other/undecided</p>
<p>30. What will be your grade level when you begin the 2001-2002 school year?</p>	<p><b>Select one:</b>  1st yr./never attended college  1st yr./attended college before  2nd yr./sophomore  3rd yr./junior  4th yr./senior  5th yr./other graduate  1st yr. Graduate/professional  Continuing graduate/professional or beyond</p>
<p>31. Will you have a high school diploma or GED before you enroll?</p>	<p><b>Select one:</b>  Yes  No</p>
<p>32. Will you have your first bachelor's degree before July 1, 2002?</p>	<p><b>Select one:</b>  Yes  No</p>
<p>33. In addition to grants, are you interested in student loans (which you must pay back)?</p>	<p><b>Select one:</b>  Yes  No</p>
<p>34. In addition to grants, are you interested in "work-study" (which you earn through work)?</p>	<p><b>Select one:</b>  Yes  No</p>
<p>35. Have you ever been convicted of possessing or selling illegal drugs?</p> <p>A federal law suspends federal student aid eligibility for students convicted under federal or state law of possession or sale of drugs (not including alcohol and tobacco).</p> <p>If you answer "Yes" to this question, the Question 35 Worksheet will help you determine whether this law affects your eligibility for federal student aid.</p> <p>If you would like to complete a copy of the Question 35 Worksheet before you begin your FAFSA, you may find a version of this worksheet on <i>FAFSA on the Web</i> site (<a href="http://fafsa.ed.gov">fafsa.ed.gov</a>) in the "Before you Begin" section.</p>	<p><b>Select one:</b>  Yes  No</p>

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**Step 2: Provide Your Financial Information (Questions 36-51)**

**INSTRUCTIONS FOR THIS STEP:**

For questions 36-49, report your (the student's) income and assets. If you are married, report your spouse's income and assets, even if you were not married in 2000. Ignore references to "spouse" if you are currently single, separated, divorced, or widowed.

For questions 39-51, if the answer is zero or the question does not apply to you, enter 0.

36. For 2000, have you (the student) completed your IRS income tax return or another tax return?

**Select one:**

- a) Already completed
- b) Will file
- c) Will not file

Answer questions #37-41 only if you answered "a) Already completed" or "b) Will file". If you answered "c) Will not file" then skip to #42.

37. What income tax return did you file or will you file for 2000?

**Select one:**

- IRS 1040
- IRS 1040A
- IRS 1040EZ
- IRS 1040Telefile
- A foreign tax return
- A Guam tax return
- An American Samoa tax return
- A Virgin Islands tax return
- A Marshall Islands tax return
- A Federated States of Micronesia tax return
- A Palau tax return

38. If you have filed or will file a 1040, were you eligible to file a 1040A or 1040EZ?

**Select one:**

- Yes
- No
- Don't Know

**Select Yes** if you (and your spouse) filed or will file a 1040 but were eligible to file a 1040A or 1040EZ. In general, you are eligible to file a 1040A or 1040EZ if you:

- Make less than \$50,000,
- Do not itemize deductions,
- Do not receive income from your own business or farm,
- Do not receive self-employment income, or alimony, and
- Are not required to file Schedule D for capital gains.

**Select No** if you (and your spouse) filed or will file a 1040 and were not eligible to file a 1040A or 1040EZ.

**Select Don't Know** if you (and your spouse) filed or will file a 1040 and do not know whether you are eligible to file a 1040A or 1040EZ.

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<p>39. What was your (and your spouse's) adjusted gross income for 2000?</p> <p>You can find this information on the following tax forms:</p> <ul style="list-style-type: none"> <li>· IRS Form 1040 - line 33;</li> <li>· 1040A - line 19;</li> <li>· 1040EZ - line 4; or</li> <li>· Telefile - line I.</li> </ul> <p>If you have not yet completed your 2000 taxes, you may use the <b>Student Income Estimator</b> within the 2001-2002 FAFSA on the Web to answer this question.</p>	\$
<p>40. Enter the total amount of your (and your spouse's) income tax for 2000:</p> <p><b>You can find this information on the following tax forms:</b></p> <ul style="list-style-type: none"> <li>· IRS Form 1040-line 51;</li> <li>· 1040A-line 33;</li> <li>· 1040EZ-line 10; or</li> <li>· Telefile-line K.</li> </ul>	\$
<p>41. Enter your (and your spouse's) exemptions for 2000:</p> <p><b>You can find this information on the following tax forms:</b></p> <ul style="list-style-type: none"> <li>· IRS Form 1040-line 6d;</li> <li>· 1040A-line 6d; or</li> <li>· 1040EZ or Telefile</li> </ul>	\$
<p>42. How much did you earn from working in 2000? Answer this question whether or not you filed a tax return:</p> <p><b>You can find this information on the following forms:</b></p> <ul style="list-style-type: none"> <li>· 2000 W-2 Forms, or</li> <li>· IRS Form 1040-lines 7 + 12 + 18;</li> <li>· 1040A-line 7; or</li> <li>· 1040EZ-line 1.</li> <li>· Telefilers should use their W2.</li> </ul>	\$
<p>43. How much did your spouse earn from working in 2000? Answer this question whether or not your spouse filed a tax return:</p> <p>You can find this information on the following forms:</p> <ul style="list-style-type: none"> <li>· 2000 W-2 Forms, or</li> <li>· IRS Form 1040-lines 7 + 12 + 18 and ;</li> <li>· 1040A-line 7; or 1040EZ-line 1.</li> <li>· Telefilers should use their W2.</li> </ul>	\$
<p><b>Worksheet A</b>  <b>Did you (the student) receive any of the following items in 2000?</b>  Items WA1 - WA4 are collectively called Worksheet A. The calculated total is the answer for Question #44 on your FAFSA.</p>	
<p>WA1. Earned income credit from the IRS Form line:</p> <ul style="list-style-type: none"> <li>• 1040-line 60a</li> <li>• 1040A-line 38a</li> <li>• 1040EZ-line 8a</li> <li>• Telefile-line L</li> </ul>	\$
<p>WA2. Additional child tax credit from IRS Form 1040A-line 39:</p>	\$

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WA3. Welfare benefits, including Temporary Assistance for Needy Families (TANF). Do not include food stamps:	\$
WA4. Social Security benefits received that were not taxed (such as SSI):	\$
44. Total of Student's Worksheet A (WSA):  Total of questions WA1 - WA4 above.	\$
<b>Worksheet B</b>	
<b>Did you (the student) receive any of the following items in 2000?</b>	
Items WB1 - WB11 are collectively called Worksheet B. The calculated total will be entered automatically on your FAFSA for Question #45.	
WB1. Payments to tax deferred pension and savings plans (paid directly or withheld from earnings), include amounts reported on the W-2 form in Box 13, codes D, E, F, G, H, and S:	\$
WB2. IRA deductions and payments to self-employed SEP, SIMPLE and Keogh and other qualified plans from IRS Form 1040-total of lines 23+29 or 1040A-line 16	\$
WB3. Child support <b>received</b> for all children. Don't include foster care or adoption payments:	\$
WB4. Tax exempt interest income from IRS Form 1040-line 8b or 1040A-line 18:	\$
WB5. Foreign income exclusion from IRS form 2555-line 43 or 2555EZ-line 18:	\$
WB6. Untaxed portions of pensions from IRS form 1040-lines 15a minus 15b + 16a minus 16b or 1040A-lines 11a minus 11b + 12a minus 12b excluding rollovers:	\$
WB7. Credit for federal tax on special fuels from IRS Form 4136-line 9 - nonfarmers only:	\$
WB8. Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits):	\$
WB9. Veterans non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances:	\$

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WB10. Any other untaxed income not reported elsewhere on Worksheets A and B, such as worker's compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, Refugee Assistance, etc. Don't include student aid, Workforce Investments Act educational benefits, or benefits from flexible spending arrangements, e.g. cafeteria plans:	\$
WB11. Cash <b>received</b> , or any money paid on your behalf, not reported elsewhere on this form ( <b>Students only</b> ):	\$
45. Total of Student's Worksheet B (WSB):  Total of questions WB1 - WB11 above.	\$
<b>Worksheet C</b>	
Did you (the student) receive any of the following items in 2000? Items WC1 - WC4 are collectively called Worksheet C. The calculated total will be entered automatically on your FAFSA for Question #46.	
WC1. Education credits (Hope and Lifetime Learning tax credits) from IRS Form 1040-line 46 or 1040A-line 29:	\$
WC2. Child support paid because of divorce or separation. Do not include support for children living in your (or your parents') household, as reported in Question 84 (or Question 64 for your parents):	\$
WC3. Taxable earnings from federal Work-Study or other need-based work programs:	\$
WC4. Student grant, scholarship, and fellowship aid, including AmeriCorps awards, that was reported to the IRS in your (or your parents') adjusted gross income:	\$
46. Total of Student's Worksheet C (WSC):  Total of questions WC1 - WC4 above.	\$
47. As of today, what is the net worth of your (and spouse's) current investments?  Net worth means current value minus debt. If net worth is one million or more, enter \$999,999. If net worth is negative, enter 0.  <b>Investments include</b> real state (do not include the home you live in), trust funds, money market funds, mutual funds, certificates of deposit, stocks, stock options, bonds, other securities, education IRAs, installment and land sale contracts (including mortgages held), commodities, etc. Investments value includes the market value of those investments as of today. Investment debt means only those debts that are related to the investments.  <b>Investments do not include</b> the home you live in, cash, savings, checking accounts, the value of life insurance and retirement plans (pension funds, annuities, non-Education IRAs, Keogh plans, etc.), or the value of prepaid tuition plans.	\$

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48. As of today, what is the net worth of your (and spouse's) current businesses and/or investment farms?  <b>Do not include</b> a farm that you live on and operate. Net worth means current value minus debt. If net worth is one million or more, enter \$999,999. If net worth is negative, enter 0.  <b>Business and/or investment farm value includes</b> the market value of land, buildings, machinery, equipment, inventory, etc. Business and/or investment farm debt means only those debts for which the business or investment farm was used as collateral.	\$
49. As of today, what is your (and spouse's) total current balance of cash, savings, and checking accounts?	\$
50. If you receive veterans education benefits, for how many months from July 1, 2001 through June 30, 2002 will you receive these benefits?	\$
51. What amount of veteran education benefits will you receive per month? (Do not include your spouse's veteran education benefits.):	\$

**Step 3: Indicate Your Student Status (Questions 51-58)**

**INSTRUCTIONS FOR THIS STEP:**  
Answer all seven questions in this step.

52. Were you born before January 1, 1978?	<b>Select one:</b> Yes No
53. Will you be working on a master's or doctorate program (such as an MA, MBA, MD, JD, or Ph.D.) during the school year 2001-2002?	<b>Select one:</b> Yes No
54. As of today, are you married? (Answer "Yes" if you are separated, but not divorced.)	<b>Select one:</b> Yes No
55. Do you have children who receive more than half of their support from you?	<b>Select one:</b> Yes No
56. Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2002?	<b>Select one:</b> Yes No
57. Are you an orphan or ward of the court, or were you a ward of the court until age 18?	<b>Select one:</b> Yes No
58. Are you a veteran of the U.S. Armed Forces?	<b>Select one:</b> Yes No

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If you (the student) answer "No" to every question in Step 3 you are considered a "Dependent Student" and must complete Step 4 - Provide Your Parents' Information. Go to Step 4.

If you (the student) answer "Yes" to any question in Step 3 you are considered an "Independent Student" and do not need to complete information about your parents. Skip Step 4 - Provide Your Parents' Information and go to Step 5 - Your Household Information.

**PLEASE NOTE:** If you are a graduate health profession student, your school may require you to complete Step 4 even if you answered "Yes" in Step 3.

### Step 4: Provide Your Parents' Information (Questions 59-83)

#### INSTRUCTIONS FOR THIS STEP:

Complete Step 4 if you (the student) answered "No" to all questions in Step 3, or if you are a graduate health profession student, and your school requires you to complete Step 4 even if you answered "Yes" in Step 3

For questions 73-83, if the answer is zero or the question does not apply to you, enter 0.

59. What is your parents' marital status as of today?

**Select one:**

- Married/Remarried
- Single
- Divorced/Separated
- Widowed

60. What is your father's Social Security Number?

61. What is your father's last name?

62. What is your mother's Social Security Number?

63. What is your mother's last name?

#### Parents' Household Worksheet

Complete this worksheet if you are not sure who is considered a family member in your parents' household in 2001 - 2002. The calculated total will be entered on your FAFSA for Question 64.

Your parent(s), or your parent and stepparent, based on their marital status:

Yourself:

Your parents' other children if:

- a. Your parents will provide more than half of their support from July 1, 2001 through June 30, 2002 or
- b. these children could answer "No" to every question in Step 3 (Dependency Status)

Other people if they now live with your parent(s), if your parent(s) will continue to provide more than half of their support, and your parent(s) will continue to provide more than half of their support from July 1, 2001 through June 30, 2002:

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64. Parent(s) number of family members in 2001 - 2002?  Use total from Worksheet above	
65. How many in question 64 (exclude your parents) will be college students between July 1, 2001 and June 30, 2002?	
66. What is your parents' state of legal residence?	
67. Did your parents become legal residents of the state in question 66 before January 1, 1996?	
68. If the answer to question 67 is "No," give the month and year legal residency began for the parent who has lived in the state the longest:	
69. What is the age of your older Parent?	
70. For 2000, have your parents completed their IRS income tax return or another tax return?	
<b>Answer questions #71-75 only if you answered "a) Already completed" or "b) Will file". If you answered "c) Will not file" then skip to #76.</b>	
71. What income tax return did your parents file or will they file for 2000?	<b>Select one:</b> IRS 1040 IRS 1040A IRS 1040EZ IRS 1040Telefile A foreign tax return A Guam tax return An American Samoa tax return A Virgin Islands tax return A Marshall Islands tax return A Federated States of Micronesia tax return A Palau tax return
72. If your parents have filed or will file a 1040, were they eligible to file a 1040A or 1040EZ?  <b>Select Yes</b> if your parents filed or will file a 1040 but were eligible to file a 1040A or 1040EZ. In general, they are eligible to file a 1040A or 1040EZ if they: · Make less than \$50,000, · Do not itemize deductions, · Do not receive income from their own business or farm · Do not receive self-employment income, or alimony, and · Are not required to file Schedule D for capital gains  <b>Select No</b> if your parents filed or will file a 1040 and were not eligible to file a 1040A or 1040EZ.  <b>Select Don't Know</b> if your parents filed or will file a 1040 and do not know whether they are eligible to file a 1040A or 1040EZ.	<b>Select one:</b> Yes No Don't Know

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<p>73. What was your parents' adjusted gross income for 2000?</p> <p><b>You can find this information on the following tax forms:</b></p> <ul style="list-style-type: none"> <li>· IRS Form 1040-line 33;</li> <li>· 1040A-line 19;</li> <li>· 1040EZ-line 4; or</li> <li>· Telefile-line I</li> </ul> <p>If your parents have not yet completed their 2000 taxes, use the <b>Parent Income Estimator</b> within the 2001-2002 FAFSA on the Web to answer this question.</p>	\$
<p>74. Enter the total amount of your parents' income tax for 2000:</p> <p><b>You can find this information on the following tax forms:</b></p> <ul style="list-style-type: none"> <li>· IRS Form 1040-line 51;</li> <li>· 1040A-line 33;</li> <li>· 1040EZ-line 10; or</li> <li>· Telefile-line K.</li> </ul>	\$
<p>75. Enter your parents' exemptions for 2000:</p> <p><b>You can find this information on the following tax forms:</b></p> <ul style="list-style-type: none"> <li>· IRS Form 1040-line 6d;</li> <li>· 1040A-line 6d; or</li> <li>· 1040EZ or Telefile</li> </ul>	\$
<p>76. How much did your father earn from working in 2000? (Answer this question whether or not your father filed a tax return.)</p> <p><b>You can find this information on the following forms:</b></p> <ul style="list-style-type: none"> <li>· 2000 W-2 Forms, or</li> <li>· IRS Form 1040-lines 7 + 12 + 18;</li> <li>· 1040A-line 7; or</li> <li>· 1040EZ-line 1.</li> <li>· Telefilers should use their W2.</li> </ul>	\$
<p>77. How much did your mother earn from working in 2000? (Answer this question whether or not your mother filed a tax return.)</p> <p><b>You can find this information on the following forms:</b></p> <ul style="list-style-type: none"> <li>· 2000 W-2 Forms, or</li> <li>· IRS Form 1040-lines 7 + 12 + 18;</li> <li>· 1040A-line 7; or</li> <li>· 1040EZ-line 1.</li> <li>· Telefilers should use their W2.</li> </ul>	\$
<p><b>Worksheet A</b></p> <p><b>Did you (the parent) receive any of the following items in 2000?</b></p> <p>Items WA1 - WA4 are collectively called Worksheet A. The calculated total is the answer for Question #78 on your FAFSA.</p>	
<p>WA1. Earned income credit from the IRS Form line:</p> <ul style="list-style-type: none"> <li>• 1040-line 60a</li> <li>• 1040A-line 38a</li> <li>• 1040EZ-line 8a</li> <li>• Telefile-line L</li> </ul>	\$
<p>WA2. Additional child tax credit from IRS Form 1040A-line 39:</p>	\$
<p>WA3. Welfare benefits, including Temporary Assistance for Needy Families (TANF). Do not include food stamps:</p>	\$

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WA4. Social Security benefits received that were not taxed (such as SSI):	\$
78. Total of Parent's Worksheet A (WSA):	\$
Total of questions WA1 - WA4 above.	
<b>Worksheet B</b>	
<b>Did you (the parent) receive any of the following items in 2000?</b>	
Items WB1 - WB11 are collectively called Worksheet B. The calculated total will be entered automatically on your FAFSA for Question #79.	
WB1. Payments to tax deferred pension and savings plans (paid directly or withheld from earnings), include amounts reported on the W-2 form in Box 13, codes D, E, F, G, H, and S:	\$
WB2. IRA deductions and payments to self-employed SEP, SIMPLE and Keogh and other qualified plans from IRS Form 1040-total of lines 23+29 or 1040A-line 16	\$
WB3. Child support <b>received</b> for all children. Don't include foster care or adoption payments:	\$
WB4. Tax exempt interest income from IRS Form 1040-line 8b or 1040A-line 18:	\$
WB5. Foreign income exclusion from IRS form 2555-line 43 or 2555EZ-line 18:	\$
WB6. Untaxed portions of pensions from IRS form 1040-lines 15a minus 15b + 16a minus 16b or 1040A-lines 11a minus 11b + 12a minus 12b excluding rollovers:	\$
WB7. Credit for federal tax on special fuels from IRS Form 4136-line 9 - nonfarmers only:	\$
WB8. Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits):	\$
WB9. Veterans non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances:	\$
WB10. Any other untaxed income not reported elsewhere on Worksheets A and B, such as worker's compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, Refugee Assistance, etc. Don't include student aid, Workforce Investments Act educational benefits, or benefits from flexible spending arrangements, e.g. cafeteria plans:	\$

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WB11. Cash <b>received</b> , or any money paid on your behalf, not reported elsewhere on this form ( <b>Students only</b> ):	\$
79. Total of Parent's Worksheet B (WSB):	\$
Total of questions WB1 - WB11 above.	
<b>Worksheet C</b>	
Did you (the parent) receive any of the following items in 2000? Items WC1 - WC4 are collectively called Worksheet C. The calculated total will be entered automatically on your FAFSA for Question #80.	
WC1. Education credits (Hope and Lifetime Learning tax credits) from IRS Form 1040-line 46 or 1040A-line 29:	\$
WC2. Child support paid because of divorce or separation. Do not include support for children living in your (or your parents') household, as reported in Question 84 (or Question 64 for your parents):	\$
WC3. Taxable earnings from federal Work-Study or other need-based work programs:	\$
WC4. Student grant, scholarship, and fellowship aid, including AmeriCorps awards, that was reported to the IRS in your (or your parents') adjusted gross income:	\$
80. Total of Parent's Worksheet C (WSC):	\$
Total of questions WC1 - WC4 above.	
81. As of today, what is the net worth of your parents' current investments?  Net worth means current value minus debt. If net worth is one million or more, enter \$999,999. If net worth is negative, enter 0.  <b>Investments include</b> real state (do not include the home you live in), trust funds, money market funds, mutual funds, certificates of deposit, stocks, stock options, bonds, other securities, education IRAs, installment and land sale contracts (including mortgages held), commodities, etc. Investments value includes the market value of those investments as of today. Investment debt means only those debts that are related to the investments.  <b>Investments do not include</b> the home you live in, cash, savings, checking accounts, the value of life insurance and retirement plans (pension funds, annuities, non-Education IRAs, Keogh plans, etc.), or the value of prepaid tuition plans.	\$

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<p>82. As of today, what is the net worth of your parents' current businesses and/or investment farms?</p> <p><b>Do not include</b> a farm that you live on and operate. Net worth means current value minus debt. If net worth is one million or more, enter \$999,999. If net worth is negative, enter 0.</p> <p><b>Business and/or investment farm value includes</b> the market value of land, buildings, machinery, equipment, inventory, etc. Business and/or investment farm debt means only those debts for which the business or investment farm was used as collateral.</p>	\$
---	----

<p>83. As of today, what is your parents' total current balance of cash, savings, and checking accounts?</p>	\$
--	----

**If you (the student) answer "No" to every question in Step 3 you are considered a "Dependent Student" and do not need to fill out Step 5 - Your Household Information, skip to Step 6 - Schools to Receive Results.**

**If you (the student) answer "Yes" to any question in Step 3 you are considered an "Independent Student". You need to complete Step 5 - Your Household information.**

<b>Step 5: Provide Your Household Information (Questions 84-85)</b>	
<b>INSTRUCTIONS FOR THIS STEP:</b>	
<b>If you (the student) answer "No" to every question in Step 3 you are considered a "Dependent Student" and do not need to fill out Step 5 - Your Household Information, skip to Step 6 - Schools to Receive Results.</b>	
<b>If you (the student) answer "Yes" to any question in Step 3 you are considered an "Independent Student". You need to complete Step 5 - Your Household information.</b>	
<b>Student's Household Worksheet</b>	
Complete this worksheet if you are not sure who is considered a family member in you (and your spouse's) household in 2001 - 2002. The calculated total will be entered on your FAFSA for Question 84.	
Yourself:	
Your spouse, based on your marital status:	
Your children, if you provide more than half of their support from July 1, 2001 through June 30, 2002:	
Other people if they now live with you, if you will continue to provide more than half of their support, and you will continue to provide more than half of their support from July 1, 2001 through June 30, 2002:	
84. Number of family members in 2001 - 2002?	
Use total from Worksheet above	
85. How many in question 84 will be college students between July 1, 2001, and June 30, 2002?	

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**Step 6: Provide Your Household Information (Questions 86-97)**

**INSTRUCTIONS FOR THIS STEP:**

For each school you wish your FAFSA Results to be sent to, you will need to provide the school code and your housing plans.

- If you know the name and state of the school(s) you wish to add, you will have the opportunity to search for the school codes when you fill out your FAFSA online.
- If you think you know the school code of the school(s) you wish to add, you may verify the codes when you fill out your FAFSA online.
- If you would like to look the federal school codes up before you enter your FAFSA online, you may do so on the internet within the Before You Begin section of FAFSA on the Web ([www.fafsa.ed.gov](http://www.fafsa.ed.gov)), at your college financial aid office, at your public library, or by asking your high school guidance counselor.

**Below, jot down as much information you can for up to 6 schools. You will have the opportunity to search or verify school codes when you fill out your FAFSA.**

Name of College:	School Code:	Housing Plans:
86.		87. <b>Select one:</b> On Campus Off Campus With Parents
88.		89. <b>Select one:</b> On Campus Off Campus With Parents
90.		91. <b>Select one:</b> On Campus Off Campus With Parents
92.		93. <b>Select one:</b> On Campus Off Campus With Parents
94.		95. <b>Select one:</b> On Campus Off Campus With Parents

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96.	97. <b>Select one:</b> On Campus Off Campus With Parents
-----	--

<b>Step 7: Provide Preparer Information (Questions 100-101)</b>	
<b>INSTRUCTIONS FOR THIS STEP:</b> If anyone other than you, your spouse, or your parent(s) helped you prepare your FAFSA, the preparer will need to provide their information in this step.	
Did someone, other than you, your spouse, or your parent(s), prepare your FAFSA?	<b>Select one:</b> Yes No
<b>If you answer "Yes" to the above question, you will need to provide an answer to either Question #100 or #101 (it is not necessary to provide both).</b>	
100. Preparer's Social Security Number	
101. Employer ID Number:	

When you have compiled all the answers to the questions that apply to you in the 2001-2002 FAFSA worksheet, you can apply over the Internet using FAFSA on the Web at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

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**DO NOT SUBMIT TO THE U.S. DEPARTMENT OF EDUCATION.**

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Basic Flow			
#		Events	Wireframe
7	←	System displays: <a href="#">Pre-FAFSA Worksheet</a>	Complete012.htm
		Use case ends.	

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Before012.htm

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[Completing a FAFSA](#)

[FAFSA Follow-Up](#)

- [Overview](#)
- [Documents Needed](#)
- [Pre-FAFSA Worksheet](#)
- [Drug Conviction Worksheet](#)
- [Signatures Required](#)
- [Your PIN](#)
- [Time to Complete](#)
- [Student Eligibility](#)
- [Deadlines](#)
- [School Code Search](#)
- [Browser Requirements](#)
- [Clearing Your Browser's Cache](#)
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**Pre-FAFSA Worksheet**

You can download a non-submittable 2001-2002 Pre-FAFSA Worksheet (in PDF format) for informational purposes.

You may find the 2001 - 2002 Pre-FAFSA Worksheet helpful to:

- Familiarize yourself with the kinds of questions you'll need to answer
- Familiarize your parents with the required information (if you are dependent, you will need to provide information about your parent(s) as well).
- Remind you of the documents you'll need to fill out the online application

You must have Adobe Acrobat Reader to view the Pre-FAFSA Worksheet. Select this [link](#) if you do not have Adobe Acrobat Reader and would like to find out how to obtain it.

If you have Adobe Acrobat Reader installed on your computer, you can download non-submittable worksheet: [pre-FAFSA worksheet.pdf](#)

**This worksheet is for informational purposes only. DO NOT mail this page to the Department of Education, we will not return it to you.**

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**Notes:**

- Pre-FAFSA Worksheet is incomplete at this time

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Complete012.htm

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- [Fill Out a Renewal FAFSA](#)
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- [Provide Electronic Signature](#)
- [Make Corrections](#)
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- [Forgot Your PIN?](#)
- [Forgot Your Password?](#)
- [Browser Requirements](#)
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**This worksheet is for informational purposes only. DO NOT mail this page to the Department of Education, we will not return it to you.**

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**Notes:**

- Download non-submittable worksheet: pre-FAFSA\_worksheet.pdf is for the 2001-2002 cycle

**URL Listing:**

PIN Site: PIN/index.htm  
 Help: Help.htm  
 Contact Us: Contact.htm

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FAFSA FAQs: FAQ001.htm  
Site Map: Map.htm  
FAFSA on the Web logo: home.htm  
Discover Your Opportunities: What001.htm  
Before Beginning a FAFSA: Before001.htm  
FAFSA Follow-Up: Follow001.htm  
Overview: Complete001.htm  
Pre-FAFSA Worksheet: Complete012.htm  
Fill Out Your FAFSA: Complete013.htm  
Open your Saved FAFSA: Complete005.htm  
Fill Out a Renewal FAFSA: Complete004.htm  
Provide Electronic Signature: Complete007.htm  
Make Corrections: Complete014.htm  
Register Your PIN: PIN/index.htm  
Forgot Your PIN: PIN/index.htm  
Forgot Your Password?: Complete010.htm  
Browser Requirements: CompleteBrowser\_Req.htm  
Completing a FAFSA FAQs: Complete011.htm  
link: <http://www.adobe.com/prodindex/acrobat/readstep.html>  
pre-FAFSA\_worksheet.pdf: Complete012.htm#  
Privacy & Security: SecPriv.htm

**Image Files:**

TBD

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## 8.2 Alternative Flows

### Alternate Course 1

**Title:** Applicant chooses to learn how to download Adobe Acrobat.

**Assumptions:**

#	Assumptions
1	Applicant selects <b>LINK</b> .

Alternate Flow				
#		Events	Data Elements	Wireframe
3.2	→	Applicant selects <b>LINK</b> .		Continue at <a href="http://www.adobe.com/products/acrobat/readstep.html">http://www.adobe.com/products/acrobat/readstep.html</a>
		<b>Use case ends.</b>		

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**Alternate Course 2**

**Title: Applicant chooses to close the worksheet.**

**Assumptions:**

#	Assumptions
1	Applicant selects <b>PRE-FAFSA WORKSHEET.PDF</b> .
2	Applicant chooses to close the worksheet.

Alternate Flow				
#		Events	Data Elements	Wireframe
5.2	→	Applicant chooses to close the worksheet.		
		Continue at #7.		

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## 9. Navigation Links

#	Navigation Links
1	Selecting <b>FAFSA ON THE WEB LOGO</b> will continue at <a href="#">home.htm</a>
2	Selecting <b>HOME</b> will continue at <a href="#">home.htm</a>
3	Selecting <b>PIN SITE</b> will continue at <a href="#">www.pin.ed.gov</a>
4	Selecting <b>HELP</b> will continue at <a href="#">Help.htm</a>
5	Selecting <b>CONTACT US</b> will continue at <a href="#">Contact.htm</a>
6	Selecting <b>FAFSA FAQs</b> will continue at <a href="#">FAQ001.htm</a>
7	Selecting <b>SITE MAP</b> will continue at <a href="#">Map.htm</a>
8	Selecting <b>OVERVIEW</b> continues at <a href="#">Before001.htm</a>
9	Selecting <b>DOCUMENTS NEEDED</b> continues at <a href="#">Before003.htm</a>
10	Selecting <b>Pre-FAFSA WORKSHEET</b> continues at <a href="#">Before012.htm</a>
11	Selecting <b>DRUG CONVICTION WORKSHEET</b> continues at <a href="#">Before013.htm</a>
12	Selecting <b>SIGNATURES REQUIRED</b> continues at <a href="#">Before008.htm</a>
13	Selecting <b>YOUR PIN</b> continues at <a href="#">Before004.htm</a>
14	Selecting <b>TIME TO COMPLETE</b> continues at <a href="#">Before007.htm</a>
15	Selecting <b>STUDENT ELIGIBILITY</b> continues at <a href="#">Before002.htm</a>
16	Selecting <b>DEADLINES</b> continues at <a href="#">Before003a.htm</a>
17	Selecting <b>FEDERAL SCHOOL CODE SEARCH</b> continues at <a href="#">Before005.htm</a>
18	Selecting <b>BEFORE BEGINNING A FAFSA FAQs</b> continues at <a href="#">Before010.htm</a>
19	Selecting <b>OVERVIEW</b> continues at <a href="#">Complete001.htm</a>
20	Selecting <b>PRE-FAFSA WORKSHEET</b> continues at <a href="#">Complete012.htm</a>
21	Selecting <b>FILL OUT YOUR FAFSA</b> continues at <a href="#">Complete013.htm</a>
22	Selecting <b>FILL OUT A RENEWAL FAFSA</b> continues at <a href="#">Complete004.htm</a>
23	Selecting <b>OPEN YOUR SAVED FAFSA</b> continues at <a href="#">Complete005.htm</a>
24	Selecting <b>MAKE CORRECTIONS</b> continues at <a href="#">Complete014.htm</a>
25	Selecting <b>REGISTER FOR YOUR PIN</b> continues at <a href="#">www.pin.ed.gov</a>
26	Selecting <b>FORGOT YOUR PIN</b> continues at <a href="#">www.pin.ed.gov</a>
27	Selecting <b>FORGOT YOUR PASSWORD</b> continues at <a href="#">Complete010.htm</a>
28	Selecting <b>BROWSER REQUIREMENTS</b> continues at <a href="#">CompleteBrowser_Req.htm</a>
29	Selecting <b>COMPLETING A FAFSA FAQs</b> continues at <a href="#">Complete011.htm</a>
30	Selecting <b>PRIVACY AND SECURITY</b> will continue at <a href="#">SecPriv.htm</a>

## 10. Business Rules

#	Business Rules
1	The 2001-2002 School Year (July 1st, 2001 - June 30th, 2002)
2	Applicant can print out the pre-FAFSA worksheet to prepare data for FAFSA application. But the print out cannot be submitted, since it is not the official paper copy of FAFSA.

## 11. Related Use Cases

#	Related Use Cases
1	None

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