

CHECKLIST TO AVOID COMMON FAFSA ERRORS

Mistakes can delay your application and limit the amount of aid you are eligible to receive. To avoid errors, carefully read all of the questions on the FAFSA and use this checklist to review your answers before submitting.

- Fill in all questions.** Too many blanks may cause miscalculations and an application rejection. Enter a '0' or 'not applicable' instead of leaving a blank.
- Round all numbers to the nearest dollar.** Don't use commas or decimal points in numeric fields.
- Double-check your social security number and driver's license number for accuracy.** If your parents do not have Social Security Numbers, list 000-00-0000. Do not make up a number or include a Taxpayer Identification Number.
- Use your legal name.** Your name must be listed on your FAFSA as it appears on your social security card. Don't enter nicknames or other variations on your name.
- Use an accurate address.** Don't enter a temporary campus or summer address as your permanent address.
- Correct federal income tax paid amount.** This amount is on your income tax return forms, not your W-2 form(s).
- Review your Adjusted Gross Income (AGI) amount and your total income from working.** AGI and total income from working are not necessarily the same.
- File your income taxes correctly.** If there is an error in the head of household filing status, the school will need an amended tax return to be filed with the IRS before completing the processing of your FAFSA and making any financial aid offers.
- List your current marital status, NOT what it was when you filed taxes or what it will be when you enroll.** The Department of Education wants to know your marital status on the day you sign the FAFSA.
- List your parent's marital status correctly.** If your parent on the FAFSA has remarried, you'll need the stepparent's information as well.
- Include unborn children.** If you have a child who will be born before or during the award year and you will provide the child with more than half of his or her support, count that child as a member of the household.
- Count yourself as a student when reporting the number in the household.** Don't forget to include yourself as a member of the household attending college during the award year.
- Register with Selective Service.** If you are a male, aged 18 to 25, you must register with Selective Service. Failure to register will make you ineligible for federal student aid.
- List Wichita State's school code: 001950.** This will help Wichita State receive your FAFSA in a timely manner.
- Sign your FAFSA with your FSA ID.** It's faster than mailing a signature form.

.....
Wichita State University | Office of Financial Aid | 1845 Fairmount Street | Wichita, Kansas
67260-0024 (855) WSU-1STP | fax: (316) 978-3396 | web: www.wichita.edu/financialaid