

Helpful Hints for filling out the FAFSA

Please have the following information on hand while completing the FAFSA:

- Social Security number
- Driver's license number, if you have one
- W-2 forms from the previous year
- Federal income tax returns from the previous year (i.e. for 2013-2014 use 2012 tax returns)
- Current bank statements and records of stocks, bonds, and other investments
- Untaxed income received
- Business or farm records, if applicable
- Alien registration number, if not a US citizen
- If you are a dependent student, you will also need your parent(s)' social security number(s), and your parent(s)' income and financial records as listed above.

When completing your FAFSA, keep in mind these important points:

- Do not wait until you have been accepted to Southwest to apply for financial aid.
- File your FAFSA as soon after January 1 as possible, estimating your income if necessary.
- When filling out Section 5 of your FAFSA, be sure to list the University of the Southwest using the school code 013935.
- If your parents are divorced or separated, answer the questions about the parent you lived with more during the past twelve months. If you did not live with one parent more than the other, give answers about the parent who provided more financial support during the last twelve months or during the most recent year that you received support from a parent. If this parent is remarried as of today, answer the questions on the rest of the form about that parent and the person your parent married (your stepparent).
- Leave no question unanswered; fill in questions that do not apply with a dash or a zero, depending on the specific information requested.
- Before submitting the FAFSA, make sure that it is complete and accurate and includes all necessary signatures.

Avoid these common FAFSA errors:

Making a mistake on the FAFSA can delay the processing of your application.

- Entering incorrect Adjusted Gross Income (AGI)
- Entering incorrect income tax information
- Entering incorrect Social Security Numbers
- Mis-stating information on marital status
- Making errors on worksheets
- Leaving a question blank (instead of writing in a 0)