



HIGHER EDUCATION ADULT PART-TIME STUDENT (HEAPS) GRANT PROGRAM WORKFORCE DEVELOPMENT COMPONENT

2011-2012 STUDENT APPLICATION

Return completed application to your institutional official who will complete the SCHOOL USE ONLY section prior to forwarding the application to:

HEAPS Grant Program, WV Higher Education Policy Commission
1018 Kanawha Boulevard East | Suite 700, Charleston, West Virginia 25301 | Fax: 304-558-4622

FINANCIAL NEED ANALYSIS

You are encouraged to file the 2011-2012 Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. If you have or will file the FAFSA before submitting this application, only page 1 needs to be completed.

Should the FAFSA not be filed, all questions on this form must be completed and a signed copy of your completed 2010 federal income tax return must be attached (and your parents, if applicable).

My 2011-2012 FAFSA has been filed. Yes ___ No ___

CERTIFICATION: I certify that the information reported on this form is correct.

I certify that I am not incarcerated in a correctional facility, not on court ordered home confinement and have not been convicted for the possession or sale of illegal drugs. Purposely providing false information on this form may lead to criminal prosecution.

Student Applicant's Signature _____ Date _____

Parent(s) Signature _____ Date _____

If parent(s) income was reported, one parent must sign this application.

SECTION 1- STUDENT INFORMATION

- Last Name _____ First Name _____ Middle Initial ___
- Social Security Number _____ - _____ - _____
- Mailing Address _____
City _____ State ___ Zip Code _____ Telephone _____ - _____ - _____
- Email: _____
- Date of Birth ___ / ___ / _____
- Month and Year you became WV resident ___ / _____
- Are you a U. S. citizen or permanent resident? Yes ___ No ___
- Name of Course/Program you are enrolling in _____
- Date of HS Graduation or GED ___ / _____
- Are you currently taking courses in preparation for taking the GED? Yes ___ No ___
- Are you in default on a higher education loan? Yes ___ No ___
- Are you currently working? No ___ Yes, Full-time ___ Yes, Part-time ___
- Number of months worked in 2010. ___
- Have you been convicted for the possession or sale of illegal drugs for an offense that occurred while you were receiving federal or state financial aid (such as grants, loans or work-study)? ___ Yes ___ No- If you answer yes, contact our office.

SCHOOL USE ONLY

Institution _____
Administrator _____
Contact Information _____
EFC _____
Program 1 _____
Cost _____
Start and End Dates _____

Program 2 _____
Cost _____
Start and End Dates _____
Program 3 _____
Cost _____
Start and End Dates _____

SECTION 2 - STUDENT DEPENDENCY STATUS DETERMINATION

16. If you can check ANY of the following, you DO NOT need to provide parental information. Skip to SECTION 4.
If you check NONE of the following, you are required to provide parental information.

- | | |
|---|---|
| <input type="checkbox"/> I was born before January 1, 1987 | <input type="checkbox"/> I have children and I provide more than half of their support |
| <input type="checkbox"/> I am serving on active duty in the U.S. Armed Forces | <input type="checkbox"/> I have dependents (other than children or my spouse) that live with me and I provide more than half of their support |
| <input type="checkbox"/> My parents are both deceased | |
| <input type="checkbox"/> I am married | |
| <input type="checkbox"/> I am a veteran of the U.S. Armed Forces | |

SECTION 3 - PARENT INFORMATION Answer all the questions in SECTION 3 about your parents even if you do not live with them. Grandparents, foster parents, legal guardians, etc. are not considered parents on this form unless they have legally adopted you.

17. What is your parents' state of legal residence? ___
a. Month and year legal residency began for the parent who has lived in the state the longest. ___ / _____
18. Age of oldest parent? ___
19. How many people are in your parents' household? ___
20. For 2010, have your parents completed their IRS income tax return?
___ My parents have already completed their federal tax return ([If your parents filed a 2010 tax return, please attach a signed copy to application](#))
___ My parents are not going to file.

Answer questions 21-26 whether or not a tax return was filed. If the answer is zero or the question does not apply, enter 0. This information may be on the W-2 forms. Report whole dollar amount with no cents.

21. How much did your father/stepfather earn from working in 2010? \$ ____, ____.
22. How much did your mother/stepmother earn from working in 2010? \$ ____, ____.
23. All other 2010 Untaxed Income (Enter the amounts for your parent[s].) Please specify type and amount below.

24. As of today, what is your parents' total current balance of cash, savings and checking accounts? \$ ____, ____.
25. As of today, what is the net worth of your parents' investments, including real estate? \$ ____, ____.
26. As of today, what is the net worth of your parents' current businesses and/or investment farms? \$ ____, ____.

SECTION 4 - STUDENT INFORMATION - Answer questions 27-30 about you (the student). If you are single, separated, divorced or widowed, answer only about yourself. If you are married as of today, include information about your spouse.

27. What is your marital status as of today?
___ I am single ___ I am married/remarried ___ I am divorced or widowed ___ I am separated
28. How many people are in your household? ___
29. How many people in your (and your spouse's) household will be college or post-secondary students between July 1, 2011 and June 30, 2012? ___
Always count yourself as a college or post-secondary student. Include others only if they will attend, at least half-time in 2011-2012, a program that leads to a college or post-secondary credential (ex: degree or certificate).
30. For 2010, have you (the student) completed your IRS income tax return?
___ I have already completed my return ([If you filed a 2010 tax return, please attach a signed copy to application](#)).
___ I'm not going to file.

Answer questions 31-36 whether or not a tax return was filed. If the answer is zero or the question does not apply, enter 0. This information may be on the W-2 forms. Report whole dollar amount with no cents.

31. How much did you earn from working in 2010? \$ ____, ____.
32. How much did your spouse earn from working in 2010? \$ ____, ____.
33. As of today, what is your (and spouse's) total current balance of cash, savings and checking accounts? \$ ____, ____.
Do not include student financial aid.
34. All other 2010 Untaxed Income. Please specify type and amount below.

35. As of today, what is the net worth of your (and spouse's) investments, including real estate? \$ ____, ____.
36. As of today, what is the net worth of your (and spouse's) current businesses and/or investment farms? \$ ____, ____.