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## Parent Head of Household 2020-2021

Student Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

One of the areas that the Department of Education now requires Financial Aid administrators to verify is your parent's tax filing status. On your FAFSA, you answered a question concerning your parent's marital status. Your FAFSA, or other documents submitted, indicates that your parents are married. According to your parent's income tax return, they are filing "Head of Household" or "Single." IRS Publication 17 states that a married person can only file income taxes as "Married Filing Jointly" or "Married Filing Separately." However, a person can file "Head of Household" if they are considered by the IRS as unmarried.

A parent may be able to file as "Head of Household" if they meet ALL of the following requirements:

1. The parent was "unmarried" or "considered unmarried" on the last day of the year.

You are considered unmarried on the last day of the tax year if you meet All the following:

- a. On the last day of your tax year, you are either: Unmarried, or
  - b. Legally separated from your spouse under a divorce or separate maintenance decree. State law governs whether you are married or legally separated under a divorce or separate maintenance decree.
2. If you were considered unmarried we will need documentation that you were both maintaining 2 separate households. Please provide mail addressed to each of you during the last 6 months of 2018 (July-December). We need one piece of mail from each of you dated in July, September, and December of 2018.

If your parent(s) should **not** have filed 2018 IRS income tax returns as "Head of Household" or "Single":

1. File amended 2018 IRS income tax return.
2. Submit a copy of **BOTH** the original 2018 IRS Tax Return Transcript **AND** a signed copy of your 2018 IRS form 1040X that was filed with the IRS.

If your parent(s) meet the conditions for filing the 2018 IRS income tax return as “Head of Household,” complete the next page and return to our office with both the student and both parents’ signatures.

Parent 1			Parent 2		
Please provide the address where each parent lived for the last 6 months of 2018. Include the street, apartment number, city, state, and zip code.  <i>Post office Boxes are not acceptable addresses for this purpose.</i>					
Were your parents married as of December 31, 2018- or were they considered legally separated/divorced as of December 31, 2018?		<input type="checkbox"/> Married  <input type="checkbox"/> Separated  <input type="checkbox"/> Divorced		<input type="checkbox"/> Married  <input type="checkbox"/> Separated  <input type="checkbox"/> Divorced	

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

**Certification Statement**

I certify that the information on this form is complete and correct to the best of my knowledge. I also understand that if I give false or misleading information, I may be fined, jailed, or both.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_