



## 2017-2018 Peer Advising Guideline and Checklist

Your appointment with a Financial Aid Peer Advisor will be on:

Mon                      Tues                      Wed                      Thurs                      Fri

Date: \_\_\_\_\_ @ \_\_\_\_\_ AM/PM

Your Peer Advisor will be: \_\_\_\_\_

If you need to cancel or reschedule your appointment, please call our office at (808) 934-2712. If you are more than 15 minutes late for your appointment it will be cancelled and you will need to contact our office to reschedule.

### CHECKLIST:

*Please bring the following applicable items to your appointment or the appointment will be rescheduled.*

- Student's driver's license or picture ID (if you do not have a driver's license).
- Parent's driver's license or picture ID (if you do not have a driver's license).
- Birth date(s) and social security number(s) of student, spouse (if married), and parents (if dependent).
- All Federal Tax Returns for **2015** or Tax Transcripts for **2015** (1040, 1040A, 1040EZ, etc) this includes student, spouse (if married), parents (if dependent).
- All W2's forms for **2015** for student, spouse (if married), parents (if dependent).
- Untaxed income for **2015** such as veteran's non-education benefits, worker's compensation or disability benefits.
- Total balance of cash on hand and current balances of savings and checking accounts for student, spouse (if married), parents (if dependent).
- Documentation of business and/or investment farms for **2015**.
- Alien registration card if student is NOT a U.S. citizen.
- FSA ID\* for student and parent (if student is a dependent).

*\*In order to apply for financial aid, an FSA ID must be created prior to your appointment. To create a FSA ID, go to [fsaid.ed.gov](http://fsaid.ed.gov). A separate FSA ID is required for the student and parent if student is dependent.*