

## Instructions

The U.S. Department of Education has indicated that your 2024-2025 Free Application for Federal Student Aid (FAFSA) may contain conflicting information with regard to your parent(s) current marital status and their 2022 federal tax filing status. Please review the table below. **Your parent must check one item in each column.**

## Section I: Student Information

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

UNF ID#: N \_\_\_\_\_

## Section II: Parent(s) Marital - Tax Filing Mismatch Clarification

Please indicate the Marital Status of your parent(s) as of the date the original 2024-25 FAFSA was completed. Please select only one option below.	Please indicate the Tax Filing Status of your parent(s) as reported on their 2022 Federal Income Tax Return. Please select only one option below.
<p>Single or Unmarried</p> <p>Married or Re-Married</p> <p style="padding-left: 20px;">Date of Marriage/Re-Marriage: _____ / _____ Month Year</p> <p>Divorced</p> <p style="padding-left: 20px;">Date of Divorce: _____ / _____ Month Year</p> <p>Separated</p> <p style="padding-left: 20px;">Date of Separation: _____ / _____ Month Year</p> <p>Widowed</p> <p style="padding-left: 20px;">Date Widowed: _____ / _____ Month Year</p>	<p>Single</p> <p>Married Filing Jointly</p> <p>Married Filing Separately</p> <p>Head of Household</p> <p style="padding-left: 20px;">*Please note: If you indicated Married or Re-Married and filed taxes as Head of Household, you must also complete sections IV and V on page 2.</p> <p>Qualifying Widower</p> <p>I did not file a 2022 tax return</p>

**Please check this box if your FAFSA was originally completed with the wrong tax filing status. You will need to make a correction to the FAFSA to reflect the correct 2022 tax filing status before we are able to continue processing aid for 2024-2025.**

## Section III: Original or DocuSign Signatures Required

By signing below, you and your parent(s) certify that all the information reported on this form and any attached documents is accurate and true. You acknowledge that it is your responsibility to monitor your financial aid for any updates or additional requests for documentation or clarification and respond in a timely manner. Warning: If you purposefully give false or misleading information, you may be fined, sentenced to jail or both.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date Signed

**Submit completed documents via myWings (Student Portal):**

Student Resources tile > Student Self-Service > Upload Student Documents

UNF ID#: N

**PLEASE NOTE: SECTIONS IV AND V SHOULD ONLY BE COMPLETED IF YOUR PARENT(S) ANSWERED MARRIED/RE-MARRIED AND THEIR FEDERAL TAX RETURN FILING STATUS FOR 2022 WAS HEAD OF HOUSEHOLD.**

### Section IV: Head of Household Eligibility

If your parent(s) were eligible to file as head of household (despite being married), complete this section. Your parent(s) must initial each of the requirements below, if applicable to their tax filing circumstances.

#### Head of Household Eligibility Requirements

By initialing next to each requirement, your parent(s) are certifying that they meet this requirement. For more information, please see IRS Publication 17.

**Please note, all three of these requirements must be met, in order to file as Head of Household.**

\_\_\_\_ Were married but were considered "unmarried" as of December 31, 2022 (**Please explain in Section V**). The Head of Household filing status is for unmarried individuals who provide a home for certain other persons. Per the Internal Revenue Service (IRS), a person is considered unmarried for this purpose if any of the following apply:

- Were legally separated according to your state law under a decree of divorce or separate maintenance at the end of 2022. But if, at the end of 2022 the divorce was not final (an interlocutory decree), they are considered married.
- Were married, but lived apart from their spouse for the entire last 6 months of 2022 and meet the other rules under married persons who live apart.
- Were married to a nonresident alien at any time during the year and did not choose to treat him or her as a resident alien.

\_\_\_\_ Paid more than half the cost to run a home in 2022 (rent, mortgage, utilities, etc.).

\_\_\_\_ Supported a qualifying person for at least half of 2022. A qualifying person is a child, parent or relative who meets certain conditions that enable you to qualify for Head of Household.

**Important:** If it is determined that your parent(s) are legally married and incorrectly filed their taxes as Head of Household for 2022, they will need to file an Amended Federal Income Tax Return (1040X) for the 2022 tax year reflecting the correct tax filing status. Once completed, the FAFSA form will need to be updated accordingly to reflect the 2022 Amended Federal Income Tax Return.

### Section V: Parent Personal Statement

Explain in detail why you, the parent(s), were allowed to file using the Head of Household status given your marital status. In addition, if available, please provide IRS supporting documentation or a letter of explanation from your tax preparer.

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Parent Signature

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Date Signed

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