



2024-2025 PROOF OF SEPARATION/DIVORCE

Student Name: _____ SS#: _____ Student ID# _____

You or your custodial parent's (if dependent) marital status was reported on the 2024-2025 Free Application for Federal Student Aid (FAFSA) as married. **However, you or your parent (if dependent) stated the marital status is separated.** The U.S. Dept. of Education requires that college institutions verify parental separations as *legal/physical and financial*. Before we can determine your eligibility for federal financial assistance, this form must be completed and returned with all required documents. Failure to provide this information will result in the loss of federal financial aid for this academic year.

If you do not or cannot provide the required documents, the income and asset information of your spouse or both parents (if dependent) may be required on the FAFSA.

STEP 1: Marital Status (this information must be completed):

Date of You or your Parents' (if dependent) Marriage (MM/DD/YYYY): _____

Are you/your parents (if dependent) divorced? (Check Only One):

Yes Date of Divorce (MM/DD/YYYY): _____

You must attached a copy of the court-issued divorce agreement.

No Date of Separation (MM/DD/YYYY): _____

Do you/your parents (if dependent) intend to proceed with a divorce? Yes No

Have you or they (parents) consulted an attorney or Legal Aid in this matter? Yes No

Is this a legal separation? (Check One):

Yes (You must attach a copy of the legal separation agreement.)

No

What was the last year you and your spouse or parents (if dependent) filed a joint federal tax return? _____

Never filed a joint return: Yes No

Have you or your custodial parent (if dependent) remarried: Yes No Date: _____

STEP 2: Household Information

Date on which you and/or spouse or parents (if dependent) changed residences (MM/DD/YYYY): _____

Your or your custodial parent's (if dependent) complete current address:

Student's or custodial parent's (if dependent) home phone number: _____

Student's or custodial parent's (if dependent) cell phone number: _____

Spouse or Non-custodial parent (if dependent) Information

Spouse's or non-custodial parent's (if dependent) name: _____

Spouse's or non-custodial parent's (if dependent) complete current address complete current address:

Spouse's or non-custodial parent's (if dependent) home phone number: _____

Spouse's or non-custodial parent's (if dependent) cell phone number: _____

STEP 3: Required Documentation:

If you or parents (if dependent) **are divorced:**

- A copy of your or parents (if dependent) divorce decree.
- Copies of all W-2 forms and Official Tax Return transcripts from IRS for your or custodial parent (if dependent) most recent tax filing year.

If you or parents (if dependent) **are separated:**

- A copy of the legal separation agreement if you or parents (if dependent) have one.
- A letter from you or parents (if dependent) explaining whether the separation is permanent, and if there are plans to file for a divorce.
- Official documentation that you or parents (if dependent) permanently reside in separate residences: this must include official documents such as separate leases/mortgages statements, bank statements, driver's license, and utility bills. Documentation must show that two separate households are maintained at two different physical addresses.

If the documentation above cannot be provided, you may be required to provide the tax and asset information for you and spouse or both of your parents (if dependent) on the FAFSA to be considered for federal financial aid.

By signing this form, you agree to provide additional documentation, if needed that will verify the accuracy of your information. If you purposely give false or misleading information to qualify for Title IV funds, you will be referred to the U.S. Department of Education's Inspector General, and you may be fined up to \$20,000, sent to prison, or both.

Student's Signature:

Date:

Parent's Signature:

Date:

Please provide this form to the following address or submit through email to: finaid@sage.edu

Albany : Russell Sage College
Financial Aid Office
140 New Scotland Ave.
Albany, NY 12205

Troy: Russell Sage College
Financial Aid Office
65 First Street
Troy, NY 12180