



## UofL Student Financial Aid Office Additional Information/Documentation Request

*Please do not submit this page with your proof of homeless status form. It is a resource for you to keep.*

On your Free Application for Federal Student Aid (FAFSA), you reported that you are an unaccompanied youth who was homeless or at risk of being homeless. To confirm this information, our office is requesting that you print, complete, and return the attached “Proof of Homeless Status” form with a **handwritten signature** and supporting documentation. Forms submitted without the requested documentation and signatures are incomplete and cannot be processed.

After reviewing your form and documentation, our office may request additional information or documentation, request that you make corrections to your FAFSA, or make corrections to your FAFSA<sup>1</sup>. Make sure to monitor your UofL e-mail account and Tasks list for additional information about the status of your account. Please note there may be a hold placed on your account until all information is verified. Processing is completed when you no longer see “Proof of Homeless Status” in your ULink Task Tile.

The checklist status in your ULink Task Tile will change throughout the process. Descriptions of each status are provided below:	
<b>Initiated:</b>	Your form has been assigned but not yet received by our office.
<b>Accepted:</b>	An item has been received but not reviewed.
<b>Active:</b>	<b>Additional information is needed:</b> Review your ULink Task Tile and your UofL e-mail.
<b>Received:</b>	Your form is being reviewed. Monitor your ULink Task Tile and your UofL e-mail.
<b>In Progress:</b>	Your form is being processed.

If you have any questions, or need additional information, please contact our office at (502) 852-5511. You may submit the completed form to our office via fax, mail, document upload, or in-person. **Do not submit this form or any requested documentation by e-mail.**

<b>Please return your <u>signed</u> form and, if applicable, all requested documentation to the UofL Student Financial Aid Office using one of the options below:</b>	
The attached form must be printed then signed with a handwritten signature(s) before submitting.	
<b>ULink Financial Aid Document Upload<sup>2</sup>:</b>	Log into your student <b>ULink</b> account at <a href="https://ulink.louisville.edu/">https://ulink.louisville.edu/</a> , open your ‘Tasks’ tile and select the ‘Financial Aid Document Upload’ menu.  For additional information, please visit <a href="https://louisville.edu/financialaid/applying-for-aid/document-upload">https://louisville.edu/financialaid/applying-for-aid/document-upload</a> .
<b>Mail/In Person:</b>	Student Financial Aid Office, Houchens Building Room 110, University of Louisville, Louisville, KY 40292
<b>Fax Number:</b>	502.852.0182
<b><sup>2</sup>DO NOT E-MAIL this form or attachments;</b> the options above are the only permissible way to securely submit financial aid documents electronically. Do not submit this form or attachments to any other office.	

<sup>1</sup>Federal law requires the resolution of any potentially conflicting information. We may make a correction to your FAFSA, which may result in a change to your eligibility for federal student aid. Corrections made by either our office or you could result in the requirement to provide parent information and signature.

## Proof of Homeless Status 2024-2025

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

You reported on your 2024-2025 Free Application for Federal Student Aid (FAFSA) that on or after **July 1, 2023**, that you were an unaccompanied youth who was homeless, or is self-supporting and at risk of being homeless. Please complete, sign, date, and return this form, along with your determination to one of the options indicated on the first page. **Do not e-mail.**

### Definitions:

- **“Homeless”** means lacking fixed, regular, and adequate housing. You may be homeless if you are living in shelters, parks, motels, or cars, or are temporarily living with other people because you have nowhere else to go. Also, if you are living in any of these situations and fleeing an abusive parent you may be considered homeless even if your parent would provide support and a place to live.
- **“Unaccompanied”** means you were not living in the physical custody of your parent or guardian.
- **“Youth”** means you were 21 years of age or younger or you were still enrolled in high school as of the day you signed the FAFSA.

**Please read the above definitions and check the box below that best describes your intention regarding your FAFSA.**

- My FAFSA is incorrect.** I will correct my FAFSA and provide all required parental information as soon as possible. Date you updated your FAFSA: \_\_\_\_/\_\_\_\_/\_\_\_\_\_. Please skip the next section, sign and submit this form.
- My FAFSA is correct.** I am an unaccompanied youth who is homeless or is self-supporting and at risk of being homeless. Please complete the next section, attach documentation, sign, and submit this form.

**Please check the box below that best describes which entity determined your status of “unaccompanied homeless youth” on or after July 1, 2023, and attach said determination.**

- |   |   |
|---|---|
| <input type="checkbox"/> High School or School District Liaison     | <input type="checkbox"/> The Director of an emergency or transitional shelter |
| <input type="checkbox"/> The Director of a street outreach program  | <input type="checkbox"/> The Director of a homeless youth drop-in center      |
| <input type="checkbox"/> The Director of a Federal TRIO program     | <input type="checkbox"/> The Director of a GEARUP grant program               |
| <input type="checkbox"/> The Director of HUD funded housing program | <input type="checkbox"/> A financial aid administrator at another institution |

- None of the above apply** but I am an unaccompanied homeless youth who is homeless or is self-supporting and at risk of being homeless. Please attach a **TYPED and SIGNED** personal statement that includes the following:
- Describe your current living situation, including dates and duration of your homeless status.
  - Explain where and/or with whom you have resided.

By signing this form, you certify that all the information you provided on the form and any submitted documentation is true and complete to the best of your knowledge and you agree, if asked, to provide information that will verify the accuracy of your completed form. If you purposefully give false or misleading information you may be subject to criminal penalties under 20 U.S.C. 1097, which may include a fine up to \$20,000, imprisonment, or both.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Phone number: \_\_\_\_\_

### Office Use Only

Reported on ISIR: \_\_\_\_\_ [ ] HOME25: \_\_\_\_\_ Date: \_\_\_\_\_ Init: \_\_\_\_\_  
 [ ] Valid Documentation: Yes / No  
 [ ] Advise student to add parent information to FAFSA [ ] Risk of Homeless SFAO determination review?