

Required Quality Assurance/Verification forms will **ONLY** be available electronically in your my.fiu.edu account. To view the forms, the java plug-in must be installed on your computer. Click [here](#) to download the plug-in.

*******Follow the instructions below to complete the Dependent Family in College Household Form*******

1. Login to my.fiu.edu
2. Click on the link in the "To Do List" titled "Dependent Family in College Household."

The screenshot shows the my.fiu.edu student portal interface. On the right side, there is a vertical sidebar titled "To Do List" which is highlighted with a red box. Inside this sidebar, several links are listed, including "2010 Parent Tax Return", "2010 Student's Tax Return", and "Family in College/HH 2011-2012". A red arrow points to the "Family in College/HH 2011-2012" link. The main content area is divided into three sections: "Academics", "Finances", and "Personal Information". The "Academics" section shows a message "You are not enrolled in classes." and a search bar. The "Finances" section shows an "Account Summary" with a balance of "You owe 3,830.00." and a "make a payment" button. The "Personal Information" section shows "Contact Information" with fields for "Home Address" and "Address 2".

3. A new page will load and display a general description of the required information. Click on **OK** button to continue.

About this Checklist

Dependent Family in College HH Form

The Quality Assurance Family in College/Household Form is used for the Quality Assurance (QA) Program. The QA Program of the U.S. Department of Education is a verification process to verify accuracy of information you provided on the Free Application for Federal Student Aid (FAFSA) application. To complete the required form follow the directions listed below:

1. Click on OK to complete the required form.
2. Complete all sections of the form.
3. Print the form and include ALL required signatures.

Financial Aid funds **WILL NOT** be disbursed until the requested information has been received and evaluated.

4. Complete the required form fields.



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2013 - 2014 Quality Assurance Family in College/Household Form

Directions:

1. Complete all sections of the form.
2. Click the link for the "printer friendly version" and then click the print button.
3. Print the form and include ALL required signatures.
4. Fax **SIGNED** form to 305-348-0333.

Florida International University (FIU) has selected your financial aid application for review as a part of the Federal Quality Assurance Verification Program. The Quality Assurance (QA) Program of the U.S. Department of Education is used to assess the accuracy of information you provided on the Free Application for Federal Student Aid (FAFSA), which ultimately is the basis for your financial aid award.

Please DO NOT leave any items blank. When you have completed this form, press the print button. Once submitted, the information will be reviewed and your eligibility for federal student aid will be re-evaluated.

Financial Aid funds WILL NOT be disbursed for Fall 2013 and Spring 2014 until the requested information has been received and evaluated. All items are required for a final determination of your student aid eligibility. Do not leave any blanks.

ID: _____ Student's Name: _____

Please provide information on your parent(s)' household size AND the members of the household who will be enrolled in college during the 2013-2014 school year.

List the people in your parent(s) household, include:

- Yourself and your parent(s), (including stepparent) even if you do not live with your parents, and
- Your parent(s) other children, even if they do not live with your parent(s), if (a) your parent(s) will provide more than half of their support from July 1, 2013 through June 30, 2014, or (b) the children would be required to provide parental information when applying for Federal Student Aid, and
- Other people if they now live with your parent(s) AND your parent(s) provided more than half of their support and will continue to provide more than half of their support from July 1, 2013 through June 30, 2014.

HOUSEHOLD SIZE

| Name | Relationship to Student/Spouse | Age |
|------|--------------------------------|-----|
| | Self | 18 |
| | | |

Add Rows Delete Rows

COLLEGE ENROLLMENT

- Per federal regulations, do not include your parents in the college enrollment information.
- Do not include family members who are considered independent for financial aid purposes.
- Include others if they will attend, at least half-time in 2013 - 2014, a program that leads to a college degree or certificate.
- Each school listed must be eligible to participate in any of the federal student aid programs.

| Name | College Name |
|------|----------------------------------|
| | Florida International University |
| | |

Add Rows Delete Rows

Required Signatures:

Student's Signature

Date

(At least one parent must sign)

Mother/Stepmother's Signature

Date

Father/Stepfather's Signature

Date

Print

Clear Form

5. Click the **Print** button on the form and fax with ALL required and SIGNED documents to **305-348-0333**. Do not create your own coversheet. The barcode information on the form will be used to identify students. If you are required to submit additional documentation, you will be notified via your FIU email and your "To Do List".