



2018-2019

Continuing Education Financial Aid Application

APPLICATION INFORMATION AND INSTRUCTIONS

Financial Aid for Continuing Education students at Del Mar College are funded with the Texas Public Educational Grant (CETPEG). CETPEG funding is available to eligible students, with demonstrated need, who enroll in state-funded classes. State-funded classes are usually career or occupational courses.

CETPEG Eligibility Criteria/Parameters

- Must demonstrate and meet financial need as described by the program guidelines.
- Award must be used for tuition only. Student is responsible for his/her books.
- Students with quarter awards in excess of tuition may not carry forward excess funding to future quarters.
- Be a U.S. citizen or an eligible non-citizen
- Not be in default on a State/Federal Student loan and must not owe a repayment on a State/Federal Grant
- Must not have a bachelor's degree
- Must not be on academic or financial aid suspension
- Financial assistance will not be available for repeated or recreational courses
- Male students between the ages of 18 to 25 must be registered with Selective Service System
- Funding is available for only ONE Continuing Education Program at a time, subsequent programs will only be paid with proof of previously passed program.

Other CETPEG Information

- If student is enrolled for credit courses, admitted under a degree-seeking program, and/or the student is eligible for Title IV funding (Pell, SEOG, etc.), financial aid must be processed for the credit courses first, and the **student may not be eligible for Continuing Education financial aid.**
- Student will need to apply for the Continuing Education CETPEG grant every academic year. This application can be used for enrollment periods between Sept, 01, 2018, and Aug. 31, 2019.
- Student will not be reimbursed if course is prepaid or self-paid.

CETPEG Application Instructions

1. Electronically submit the [Free Application for Federal Student Aid \(fafsa.gov\)](https://fafsa.gov)
2. Complete, sign and submit the attached financial aid application.
3. Copy of student's Registration Form for Continuing Education course(s)
4. Provide a copy of the student's **2016 IRS Tax Return Transcript** or **Verification of Non-Filing**. Transcripts may be ordered online at the [IRS website \(irs.gov\)](https://irs.gov) or by calling 1 (800) TAX-1040. If parent(s) or spouse information is required on the financial aid application, parents and/or spouses' **2016 IRS Tax return Transcript** or **Verification of Non-Filing** must also be submitted. You may utilize the IRS Data Retrieval Tool (IRS DRT) when completing the FAFSA (strongly recommended).
5. Provide other documentation as requested by the Student Financial Aid Services Office.
6. Submit your CETPEG application and appropriate tax return transcript(s) to the Financial Aid Services West Campus Office.

SECTION 1: STUDENT CONTACT INFORMATION

First Name: _____ Middle Initial: _____ Last Name: _____

Date of Birth: _____ Student ID: _____ Phone Number: _____

Email: _____

SECTION 2: ENROLLMENT

1. In what program will you enroll? _____

2. Please indicate below the courses in which you will enroll.

2018A: _____
(September 1, 2018 – November 30, 2018)

2018B: _____
(December 1, 2018 – February 28, 2019)

2019C: _____
(March 1, 2019 – May 31, 2019)

2019D: _____
(June 1, 2019 – August 31, 2019)

SECTION 3: DEPENDENCY STATUS

1. Were you born before January 1, 1995? Yes No
2. As of today, are you married (answer yes if separated but not divorced)? Yes No
3. Do you have children who receive more than half of their support from you? Yes No
4. Do you have dependents (other than children or spouse who lived with you and who receive more than half of their support from you, now and through June 30, 2019)? Yes No
5. Are you an orphan or ward of the court? Yes No
6. Are you currently serving on active duty in the U.S. Armed Forces for purposes other than training? Yes No
7. Are you a veteran of the U.S. Armed Forces? Yes No
8. Are you or were you an emancipated minor as determined by a court in the state of legal residence? Yes No
9. Are you or were you in legal guardianship as determined by a court in your state of legal residence? Yes No
10. Have you been homeless anytime since July 1, 2017? Yes No

If you answered Yes to #10, explain: _____

**If you answered NO to ALL of the previous questions, you must provide parental information in sections 4, 6, 7 & 8.
If you answered YES to ANY of the previous questions, you do not have to provide parental information.**

SECTION 4: FAMILY INFORMATION/HOUSEHOLD SIZE

If you are an INDEPENDENT, a student who responded YES to ANY question in Section 3 - Dependency Status on page 2 of this form, list below the people in your household and please include:

- Yourself.
- Your spouse, if you are married.
- Your children, if any, if you will provide more than half of their support from July 1, 2018, through June 30, 2019, or if the child would be required to provide your information if they were completing a FAFSA for 2018–2019. Include children who meet either of these standards, even if they do not live with you.
- Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2019.

If you are a DEPENDENT, a student who responded NO to ALL questions in Section 3: Dependency Status on page 2 of this form, list below the people in your household and please include:

- Yourself
- Your parent(s), including a stepparent, even if you don't live with your parent(s).
- Your parent(s) other children if your parent(s) will provide more than half of their support from July 1, 2018, through June 30, 2019, or if the other children would be required to provide parental information if they were completing a FAFSA for 2018–2019. Include children who meet either of these standards, even if they do not live with your parent(s).
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2019.

Student's Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time

Include the name of the college for any household member who will be enrolled, at least half time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2018, and June 30, 2019. If more space is needed, attach a separate page with the student's name and student ID # at the top.

Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in an eligible postsecondary educational institution is inaccurate.

SECTION 5: STUDENT'S INCOME INFORMATION

1. Tax Return Filers

Student (and, if married, your spouse) must provide the school with the 2016 IRS Tax Return Transcript(s).

- Check here if the 2016 IRS Tax Return Transcript(s) **is provided.**
 Check here if the 2016 IRS Tax Return Transcript(s) **will be provided later.**

2. Tax Return Non-Filers

Complete this section if you, the student (and, if married, your spouse), did not file and/or is not required to file a 2016 Income Tax Return with the IRS.

- Student (and, if married, the spouse) was not employed and had no income earned from work in 2016.
 Student (and, if married, the spouse) was employed in 2016 and has listed below the names of all employers, the amount earned from each employer in 2016, and whether an IRS W-2 form is provided. **It is MANDATORY to attach copies of all 2016 IRS W-2 forms issued to the student by employers. List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and student ID # at the top.**

Employer's Name	2016 Amount Earned	IRS W-2 Attached? (write yes if true)

If you the student (and, if married, your spouse) did not file and/or was not required to file, you (and, if married, your spouse) will be **required** to provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2017 that indicates a 2016 IRS Income Tax Return was not filed with the IRS or other relevant tax authority.

- Verification of Non-Filing documentation **is provided.**
 Verification of Non-Filing documentation **will be provided later.**

How to obtain a 2016 Tax Return Transcript or Verification of Non-Filing

- **Get Transcript by MAIL** – Go to irs.gov, click “Get My Tax Record”. Click “Get Transcript by MAIL”
Make sure to request the “IRS Tax Return Transcript” and NOT the “IRS Tax Account Transcript”
- **Get Transcript ONLINE** – Go to irs.gov, click “Get My Tax Record”. Click “Get Transcript ONLINE”
Make sure to request the “IRS Tax Return Transcript” and NOT the “IRS Tax Account Transcript”
- **Automated Telephone Request** – 1-800-908-9946
- **Paper Request Form** – IRS Form 4506T-EZ or IRS Form 4506-T

SECTION 6: PARENT INCOME INFORMATION (DEPENDENT STUDENTS ONLY)

1. Tax Return Filers

Complete this section if your parent(s) filed a 2016 Income Tax Return.

- Check here if the 2016 IRS Tax Return Transcript(s) **is provided.**
 Check here if the 2016 IRS Tax Return Transcript(s) **will be provided later.**

2. Tax Return Non-Filers

Complete this section if your parent(s) **will not file and is not required to file** a 2016 income tax return with the IRS.

- Neither parent was employed nor had income earned from work in 2016.
 One or both parents were employed in 2016 and have listed below the names of all the employers, the amount earned from each employer in 2016, and whether an IRS W-2 form is provided. **It is MANDATORY to attach copies of all 2016 IRS W-2 forms issued to the parent(s) by their (s). List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and student ID # at the top.**

Employer's Name	2016 Amount Earned	IRS W-2 Attached? (write yes if true)

If one or both parents did not file they are **required** to provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2017 that indicates a 2016 IRS Income Tax Return was not filed with the IRS or other relevant tax authority.

- Verification of Non-Filing documentation is provided.
 Verification of Non-Filing documentation will be provided later.

How to obtain a 2016 Tax Return Transcript or Verification of Non-Filing

- **Get Transcript by MAIL** – Go to irs.gov, click “Get My Tax Record”. Click **“Get Transcript by MAIL”**
Make sure to request the “IRS Tax Return Transcript” and NOT the “IRS Tax Account Transcript”
- **Get Transcript ONLINE** – Go to irs.gov, click “Get My Tax Record”. Click “Get Transcript ONLINE”
Make sure to request the “IRS Tax Return Transcript” and NOT the “IRS Tax Account Transcript”
- **Automated Telephone Request** – 1-800-908-9946
- **Paper Request Form** – IRS Form 4506T-EZ or IRS Form 4506-T

SECTION 7: PARENT INFORMATION (DEPENDENT STUDENTS ONLY)

1. What is your parents' marital status as of today? Single Married or Remarried
 Widowed Divorced or Separated
2. Month and year your parents were married, separated, divorced, or widowed: _____
3. Your father's (or stepfather's) last name: _____ Date of Birth: _____
4. Your mother's (or stepmother's) last name: _____ Date of Birth: _____

SECTION 8: CERTIFICATION AND SIGNATURE

Each person signing below certifies that all of the information reported is complete and correct. The student (and, if dependent, the parent whose information was reported on the FAFSA) must sign and date.

Warning: If you purposefully give false or misleading information on this worksheet, you may be fined, sentenced to prison, or both.

Student Signature _____ **Date** _____

Parent Signature _____ **Date** _____

(One parent whose information is provided on this application)

SECTION 9: STATEMENT OF SELECTIVE SERVICE REGISTRATION

Males Only

- Under HB 2061, enacted by the 75th Texas State Legislature, if you are currently of the age and gender requiring registration with Selective Service, but knowingly and willfully fail to do so, you are ineligible to receive funds from the State of Texas, including grant monies.
- Almost all male U.S citizens, and male aliens living in the U.S., who are 18 through 25 years of age, are required to register with Selective Service. Some non-citizens are required to register and others are not. Non-citizens not required to register include men who are in the U.S. on student or visitor visas, and men who are part of a diplomatic or trade mission and their families. Almost all other male non-citizens are required to register, including illegal aliens, legal permanent residents, and refugees.
- If you are not registered as required, you are presently not eligible to receive state funds and should register promptly at a U.S. Post Office. A Certificate of Mailing may be obtained from the Post Office at such time that you mail your registration and may be used as proof of your application until you receive your Selective Service Registration Card.
- A false statement may be grounds for your financial aid to be suspended.
(For information on Selective Service, visit www.sss.gov)

I understand that under HB 2061, enacted by the 75th Texas Legislature, I must be registered with the Selective Service System according to the requirements of federal law in order to receive funds from the State of Texas.

I further certify that I meet the Selective Service registration requirements and the information provided on this form is true, complete, and correct to the best of my knowledge. I understand that any false statements may void my eligibility for financial aid funds, and that the information provided on this form will be used only for evaluation or eligibility for state funds.

Student's Signature: _____ **Date:** _____

Del Mar College Financial Aid Services

Email: financialaid@delmar.edu

Website: [Financial Aid \(delmar.edu/afford\)](http://delmar.edu/afford)

East Campus: Harvin Center Room 263

Phone: (361) 698-1293

Fax: (361) 698-2017

West Campus: Coleman Center Room 128

Phone: (361) 698-1726

Fax: (361) 698-1695