



## Lander University Financial Aid Office

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### 2020-2021 Federal Aid Drug Eligibility Worksheet

**Student's Last Name**                      **First Name**                      **MI**                      **Lander ID (L#)**

We are sending you this worksheet because you left question 23 blank on your Free Application for Federal Student Aid (FAFSA) or because you reported that you have a drug-related conviction. Complete this worksheet to verify your eligibility. Check the responses that apply to YOU.

- Have you ever received federal student aid?
  - No. If No, stop here, sign the worksheet and return it to the Financial Aid Office. (1)
  - Yes. If yes, go to question 2 on this worksheet.
- Have you been convicted for the **possession** or **sale** of illegal drugs (this does not include alcohol or tobacco) for an offense that occurred while you were receiving federal student aid (grants, loans, and/or work-study)? Only include federal or state convictions. **Do not** count any convictions that have been removed from your record or occurred before you turned 18, unless you were tried as an adult.
  - No. If No, stop here, sign the worksheet and return it to the Financial Aid Office. (1)
  - Yes. If yes, go to question 3.
- Did the offense for **possessing** or **selling** illegal drugs occur during a period of enrollment for which you were receiving federal student aid (grants, loans and/or work-study)?
  - No. If No, stop here, sign the worksheet and return it to the Financial Aid Office. (1)
  - Yes. If yes, go to question 4.
- Have you completed an acceptable drug rehab program since your last conviction? An acceptable drug rehabilitation program must include:
  - at least two (2) unannounced drug tests; and
  - be qualified to receive funds from a federal, state, or local government or from a federally-or state-licensed insurance company; or
  - be administered or recognized by a federal, state, or local government agency or court, or a federally-or state- licensed hospital, health clinic, or medical doctor.
  - Yes. If Yes, stop here, sign the worksheet and return it to the Financial Aid Office. (1)
  - No. If No, go to question 5.
- Do you have more than two convictions for **possessing** illegal drugs? Only count offenses that occurred during a period of enrollment for which you were receiving federal student aid (grants, loans, and/or work-study).
  - Yes. If yes, stop here, sign the worksheet and return it to the Financial Aid Office. (3)
  - No. If No, go to question 6.
- Do you have more than one conviction for **selling** illegal drugs? Only count offenses that occurred during a period of enrollment for which you were receiving federal student aid (grants, loans, and/or work-study).
  - Yes. If yes, stop here, sign the worksheet and return it to the Financial Aid Office. (3)
  - No. If No, go to question 7.
- Write the date of your last conviction for **possessing** illegal drugs here: \_\_\_\_\_  
If you have no convictions for possessing drugs, skip to question 9.
- If you have only one conviction for **possessing** drugs, add one year to the date in question 7, and write that date here: \_\_\_\_\_  
If you have two convictions for **possessing** drugs, add two years to the date in question 7, and write that date here: \_\_\_\_\_
- Write the date of your last conviction for **selling** illegal drugs here: \_\_\_\_\_  
If you have no convictions for selling drugs, skip to question 11.
- If you have only one conviction for **selling** drugs, add two years to the date in question 9, and write that date here: \_\_\_\_\_
- Look at the dates you wrote in questions 8 and 10.  
If there is only one date, copy that date here: \_\_\_\_\_  
If there are two dates, write the later date here: \_\_\_\_\_ This is your "eligibility date."

#### What to do with your eligibility date:

- If your eligibility date in question 11 is before July 1, 2020, change your answer to question 23 to "1," and complete and return this worksheet to the Financial Aid Office.
- If your eligibility date falls between July 1, 2020 and June 30, 2021, change your answer to question 23 to "2," and complete and return this worksheet to the Financial Aid Office.
- If your eligibility date is after June 30, 2021, change your answer to question 23 to "3," and complete and return this worksheet to the Financial Aid Office.

If you become eligible for federal student financial aid by completing an acceptable drug rehabilitation program or your eligibility date arrives, you should contact the Financial Aid Office. **If you are convicted of possessing or selling illegal drugs after you submit your FAFSA, you must notify the Financial Aid Office immediately. You will lose eligibility and be required to pay back all aid received after the conviction.**

#### CERTIFICATION STATEMENT

By signing this form, I certify that all the information reported to qualify for federal student aid is complete and correct.

**WARNING:** If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail or both.

Student's Signature (Required)

Phone #

Date

DATA ENTRY		COUNSELOR REVIEW		Financial Aid Office Use Only	
RRAAREQ	N=Pending Review	Check one		(1) eligible	
				(2) part year? _____ Eligibility date before 7/1/20 then eligible	
				_____ Eligibility date between 7/1/20 and 6/30/21 then eligible after	
				expiration of ineligibility date (Mark RRAAREQ=E still)	
				_____ Eligibility date after 6/30/21 (not eligible) xxDRUG=X	
				(3) ineligible (mark RRAAREQ xxDRUG = X ineligible)	
Initials/date		RRAAREQ RHACOMM		S = Satisfied, eligible, X = Ineligible, I=Incomplete, M=Mailed back	
SAR Comment Code and Text Guide		ROAMESG if info missing			
FSA Handbook Vol. 1, Ch. 1		Code 053 054 056 058		CNSLR Initials/date	