

## 2021 SUMMER PROGRAM ELIGIBILITY DOCUMENT CHECKLIST

**To be considered for the 2021 OSP/EOF Summer Academy, applicants must:**

- ☐ Complete the [Preliminary Screening Survey](#).
- ☐ File the 2021-2022 FAFSA or NJ Alternative Financial Aid Application
- ☐ Submit a completed and signed [2021-2022 Verification Worksheet](#)
- ☐ Submit the following documents via Mapping Xpress. Instructions will be sent to eligible applicants.
  - 2018 & 2019 [IRS Tax Transcripts](#)
    - If your parents filed separately but are still married, the filing status for 2019 must indicate “Married Filing Separately.”
    - If your parent(s)/guardian(s) own a home, you must provide:
      - A 2018 & 2019 “**Mortgage Bank Loan Statement**” (showing the **Principal Balance Owed** on the house)
      - A 2018 & 2019 “**Tax Assessment Statement**” (from your local City Hall)
  - Copy of Student’s Social Security Card
  - Proof of non-taxable income (if applicable)
    - Social Security Benefits (SSDI/SSI)- Submit a 1099 Form or letter from the Social Security Administration stating the **total dollar amount** received in 2018 and 2019.
    - Welfare Benefits- Submit a letter from Welfare Services stating the **total dollar amount** received in welfare benefits for the year 2018 and 2019.
    - Child Support- Submit a letter from the Court stating the **total dollar amount** received in child support for the year 2018 and 2019.
  - Proof of Citizenship or eligible non-citizen status (except NJ Alternate Financial Aid applicants)
    - If you are a citizen of the United States, submit one of the following documents:
      - US Birth Certificate
      - US Passport
      - Certificate of Naturalization
    - If you are an eligible non-citizen, submit one of the following documents:
      - Alien Registration Card (Green Card)
      - I-94 Departure Document
      - Passport with (INS) stamp
      - Asylum/Refugee Document

For additional questions regarding financial eligibility, please contact the Associate Director of the Office of Financial Aid, Katrina Smith-Younger at [ksmith@njcu.edu](mailto:ksmith@njcu.edu) or (201) 471-6079.