# 2017-2018 Peer Advising Guideline and Checklist

Your appointment with a Financial Aid Peer Advisor will be on:

<table>
<thead>
<tr>
<th>Mon</th>
<th>Tues</th>
<th>Wed</th>
<th>Thurs</th>
<th>Fri</th>
</tr>
</thead>
</table>

Date: ____________________________ @ _____________ AM/PM

Your Peer Advisor will be: ____________________________________________

If you need to cancel or reschedule your appointment, please call our office at (808) 934-2712. If you are more than 15 minutes late for your appointment it will be cancelled and you will need to contact our office to reschedule.

## CHECKLIST:

Please bring the following applicable items to your appointment or the appointment will be rescheduled.

- [ ] Student’s driver’s license or picture ID (if you do not have a driver’s license).
- [ ] Parent’s driver’s license or picture ID (if you do not have a driver’s license).
- [ ] Birth date(s) and social security number(s) of student, spouse (if married), and parents (if dependent).
- [ ] All Federal Tax Returns for **2015** or Tax Transcripts for **2015** (1040, 1040A, 1040EZ, etc) this includes student, spouse (if married), parents (if dependent).
- [ ] All W2’s forms for **2015** for student, spouse (if married), parents (if dependent).
- [ ] Untaxed income for **2015** such as veteran’s non-education benefits, worker’s compensation or disability benefits.
- [ ] Total balance of cash on hand and current balances of savings and checking accounts for student, spouse (if married), parents (if dependent).
- [ ] Documentation of business and/or investment farms for **2015**.
- [ ] Alien registration card if student is NOT a U.S. citizen.
- [ ] FSA ID* for student and parent (if student is a dependent).

*In order to apply for financial aid, an FSA ID must be created prior to your appointment. To create a FSA ID, go to [fsaid.ed.gov](http://fsaid.ed.gov). A separate FSA ID is required for the student and parent if student is dependent.*

Updated: 6/9/2017 10:03 AM