



Financial Aid Office  
 444 Western Boulevard  
 Jacksonville, North Carolina  
 www.coastalcarolina.edu

# 2021-2022 Proof of Separation Form

According to your 2021-2022 Free Application for Federal Student Aid (FAFSA), you (or your parent) indicated your marital status was "separated/divorced". Before your eligibility for federal and state financial assistance can be determined, this form must be completed and returned with all required documents. ***If adequate supporting documentation is not submitted, you will be required to provide your spouse's information.***

\_\_\_\_\_  
 Student's Last Name                      Student's First Name                      Student's M.I.                      Student's Social Security Number

\_\_\_\_\_  
 Student's Address (include City, State and Zip Code)                      Student's Phone Number

**STEP ONE: Complete the following information about your marriage.**

This form is submitted to document the separation of the:     Student /Student's Spouse     Father/Mother\*

\*If this form is submitted for a dependent student, which parent did the student live with more during the last twelve (12) months, or, if the student did not live with either parent, which parent provided more financial support during the last twelve (12) months?     Father     Mother

***This is the parent who should complete this form and whose information must be provided for the FAFSA.***

Date of Marriage: \_\_\_\_\_(MM/DD/YY)                      Date of Separation: \_\_\_\_\_(MM/DD/YY)

Do you intend to proceed with a divorce?     Yes     No (if checked, must explain why in personal letter)

Have you consulted with an attorney or legal aid about your separation?     Yes     No

***Provide a copy of a letter from your attorney or legal aid office representing you. The letter must be on official letterhead, and include the full name, complete address and phone number. Skip to step #3***

**STEP TWO: If you do not have a divorce decree OR if you cannot provide a letter from your attorney or legal aid office, you must submit one the following:**

- Copies of documents which are in your name and your spouse's name (or parents, if dependent) **separately**, such as utility bills (with service address), and or lease/rental/mortgage documents. Documentation must show that two separate households are being maintained by providing two different physical addresses. PO Boxes will not be accepted.
- Letter from a third party person (i.e.; counselor, pastor, doctor, case worker, etc.) who can endorse your (or your parents) marital status in their professional capacity on their business letterhead. Cannot be friends or relatives.

**STEP THREE: By signing this form, you agree that all information on this form is true and correct to the best of your ability. If you purposely give false or misleading information on this form, you may be fined, sentenced to jail, or both.**

\_\_\_\_\_  
 Student's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Parent Signature (*Dependent students only*)

\_\_\_\_\_  
 Date