2024-2025
Proof of Separation

Financial Aid Office
444 Western Blvd
Jacksonville, NC 28546-6816
Fax: 910-455-2767
Email: finaid@coastalcarolina.edu

According to your 2024-2025 Free Application for Federal Student Aid (FAFSA), you (or your parent) indicated your/their 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 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.

Certification and Signatures
Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

_____
Student Signature Date

_____
Parent Signature (only if Dependent Student) Date

WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both.