**HOME Student Eligibility Checklist**

*Directions: Complete this form for each student in the household enrolled in an institution of higher education at time of application to determine initial eligibility for the HOME program. Complete checklist again at every annual re-certification of income.*

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| --- | --- | --- | --- |
| Head of Household |  | SSN or DOB |   |
| Name of Student |   | SSN or DOB |   |

1. Does the student live with parents / guardian who receives or is applying for HOME assisted unit?

[ ]  Yes: **STOP.** SEE **RESULT A**

[ ] No: Go to question 2

1. Is the student at least 24 years of age with at least 1 dependent child?

[ ]  Yes: **STOP.** SEE **RESULT B**

**[ ]** No: Go to question 3

1. Does the student meet ANY of the following criteria?
	* At least 24 years old
	* U.S. Veteran
	* Married
	* At least 1 dependent child
	* Is disabled AND receiving Housing Choice Voucher (Section 8) assistance as of November 30, 2005

[ ]  Yes: **STOP.** SEE **RESULT C**

**[ ]** No: Go to question 4

1. Does the student qualify as an independent student? Must meet one or more of the following criteria:
* At least 24 years old by Dec 31 of the award year for which aid is sought;
* Be an orphan or ward of the court through age 18;
* Be a veteran of the US armed forces;
* Have a legal dependent(s) other than a spouse—i.e. dependent children or elderly dependent parents;
* Be married.

[ ]  Yes: **STOP.** SEE **RESULT D**

**[ ]** No: Go to question 5

1. Do the student’s parents meet income eligibility requirements for the area in which they reside?

*(Complete* **Student Affidavit of Independence and Financial Statement** *form and verify parental income to determine the student’s eligibility).*

[ ]  Yes: **STOP.** SEE **RESULT E**

**[ ]** No: Deny as ineligible or impose required rent increases for the HOME program if parent’s income exceeds 80% AMI at recertification

Under the HOME Investment Partnerships Program, an individual does not qualify as a low or very-low income family if that individual is a student who is not eligible to receive Section 8 assistance under 24 CFR 5.612. The Section 8 Housing Choice Voucher program restrictions on student participation exclude any student that:

1. Is enrolled as either a part-time or full-time student at an institution of higher education for the purposes of obtaining a degree, certificate, or other program leading to a recognized educational credential; and
2. Is under age 24; and
3. Is not a veteran of the U.S. military; and
4. Is not married; and
5. Does not have a dependent child(ren); and
6. Is not a person with disabilities, as such term is defined in 3(b)(3)E of the United States Housing Act of 1937 (42 U.S.C. 1437a(b)(3)€) and was not receiving Section 8 assistance as of November 30, 2005; and is not otherwise individually eligible to receive Section 8 assistance or has parents (the parents individually or jointly) who are not income eligible to receive Section 8 assistance.

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| **RESULT A*** Do not count student financial assistance for determination of family eligibility at admission or reexamination.
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| **RESULT B*** Do not count student financial assistance for determination of family eligibility at admission or reexamination. Under this rule, financial aid paid to a student over 23 with dependent children is 100% excluded.
* Do not examine parental income at admission or reexamination
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| **RESULT C*** Count student financial assistance in excess of tuition for determination of eligibility at admission and reexamination.
* Do not count student loans as income
	+ Deny admission if income exceeds applicable limit
* Do not examine parental income at admission or reexamination
* Do not test for individual income eligibility at reexamination
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| **RESULT D*** Count student financial assistance in excess of tuition for determination of eligibility at admission and reexamination.
* Do not count student loans as income
	+ Deny admission if income exceeds applicable limit
* Do not examine parental income at admission or reexamination
* Test for individual income eligibility at reexamination
	+ Impose required rent increases for the HOME program if income exceeds 80% AMI at recertification
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| **RESULT E*** Count student financial assistance in excess of tuition for determination of eligibility at admission and reexamination.Do not count student loans as income
	+ Deny admission if income exceeds applicable limit
* Test for individual income eligibility at reexamination
	+ Impose required rent increases for the HOME program if income exceeds 80% AMI at recertification.
* Test for parental income at reexamination (Use **Student Affidavit of Independence and Financial Statement** form)
	+ Impose required rent increases for the HOME program if parent’s income exceeds 80% AMI at recertification.
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**Income Clarifications**

* Regular contributions such as financial support from parents or guardians to college students must be counted in annual income.
* Federal Work-Student income is exempt for those students determined eligible to receive HOME assistance
* Earned income of full time students (excluding the head, co-head or spouse) in excess of $480 annually is exempt for those students determined eligible to receive HOME assistance
* If included, financial aid in excess of tuition should be annualized based on two semesters per year or three quarters per year, unless the verification indicates otherwise.