

**Submit securely online:**  
ksu.edu/sfa/upload

**Deliver in person:**  
119 Anderson Hall | 919 Mid-Campus Drive North  
Manhattan, Kansas 66506-0107

Student's Name (Last, First, MI)

Wildcat Identification Number

Student's K-State Email Address

Student's Phone Number

**Please complete the following:**

- ❶ **Submit a letter from the employer documenting the last day of employment**, such as a resignation, termination or separation letter. This letter must be on official letterhead from the employer.
- ❷ Submit the supporting documentation listed below. Additional documentation may be requested upon review.
  - The most recent year-to-date paystub(s).
  - A statement of severance payments and benefits from your employer (if applicable).
  - A statement of unemployment benefits (if applicable).
- ❸ Below, estimate only the income for the person who has experience the loss of employment.

| <b>Estimated Income for January 1, 2023 - December 31, 2023</b> |                |               |
|---|----------------|---------------|
| <b>Sources of Taxable Income</b>                                | <b>Student</b> | <b>Spouse</b> |
| Gross earnings from work  |                |               |
| Severance pay   |                |               |
| Gross unemployment compensation                                 |                |               |
| Business income   |                |               |
| Interest or dividend income                                     |                |               |
| Rental income   |                |               |
| Farm/ranch net income   |                |               |
| Taxable pension and/or annuity income                           |                |               |
| IRA/Retirement account withdrawals                              |                |               |
| Taxable Social Security Benefits/Disability                     |                |               |
| Workers' Compensation   |                |               |
| Alimony received  |                |               |
| <b>Sources of Untaxable Income</b>                              | <b>Student</b> | <b>Spouse</b> |
| Child support received for all children in the household        |                |               |
| Payments to tax-deferred pension and savings plans              |                |               |
| IRA deductions & payments to SEP, SIMPLE, Keogh                 |                |               |
| Tax exempt interest   |                |               |
| Untaxed portions of IRA distributions or pensions               |                |               |
| Housing, food and other living allowances paid to you           |                |               |
| Veterans non-education benefits                                 |                |               |
| Other untaxed income  |                |               |

**Note:** If a line is left blank, you are certifying you have received no income from that source.

**Certification Statement**

By signing this form, I certify that all the information reported is complete and accurate.

Signature of Student (required)

Date

**Digital signatures are not accepted.**