This worksheet is being sent because you left question 23 blank or you reported that you had a conviction for possessing or selling illegal drugs on your FAFSA. This worksheet must be completed and returned for you to receive aid.

Use this worksheet to determine the answer that should have been entered in question 23. Your answer to question 23 may affect your eligibility for federal student financial aid.

“1” means your eligibility for federal student aid is not affected by question 23.

“2” means your drug conviction(s) affect eligibility for federal student aid for part of the school year. See “eligibility date” from question 11 on this worksheet. You can become eligible earlier in the school year if you complete an acceptable drug rehab program. You may still be eligible for state and school aid.

“3” means you are not eligible for federal student aid for this school year unless you complete an acceptable drug rehab program. You may still be eligible for state and school aid.

If you are convicted of possessing or selling drugs after you submit your FAFSA, you must notify the financial aid office at your school immediately. You may lose your eligibility and, if so, must pay back all aid you received after your conviction.

On this worksheet count only federal or state convictions.
Do not count any convictions that have been removed from your record, or occurred before you turned 18, unless you were tried as an adult.

Instructions: Circle all Yes or No answers and indicate dates when asked.

1. Have you ever received federal student aid? (answer “No” if you have never attended college)
   No If No, your answer to question 23 is “1.”
   Sign and return worksheet.
   Yes If Yes, go to question 2 on this worksheet.

2. Have you ever been convicted for the possession or sale of illegal drugs while you were receiving federal student aid (grants, loans an/or work-study)? (Only include federal and state convictions. Do not count any convictions that have been removed from your record or occurred before you turned age 18, unless you were tried as an adult.)
   No If No, your answer to question 23 is “1.”
   Sign and return worksheet.
   Yes If Yes, go to question 3 on this worksheet.

3. Did the offense for possessing or selling illegal drugs occur during a period of enrollment for which you were receiving federal student aid programs?
   No If No, your answer to question 23 is “2.”
   Sign and return worksheet.
   Yes If Yes, go to question 4 on this worksheet.
4. Have you completed an acceptable drug rehabilitation since your conviction?

   Yes  If Yes, your answer to question 23 is “1.” Sign and return worksheet.

   No   If No, go to question 5 on this worksheet.

An acceptable drug rehabilitation program must include at least two unannounced drug tests, and (1) be qualified to receive funds from a federal, state, or local government or state-licensed insurance company or (2) be administered or recognized by a federal, state or local government agency or court, or a federally or state-licensed hospital, health clinic or medical doctor.

5. Do you have more than two convictions for possessing illegal drugs? Only count convictions for offenses that occurred during a period of enrollment for which you were receiving federal student aid (grants, loans and/or work-study).

   Yes  If Yes, your answer to question 23 is “3.” Sign and return this worksheet.

   No   If No, go to question 6 on this worksheet.

6. Do you have more than one conviction for selling illegal drugs? Only count convictions for offenses that occurred during a period of enrollment for which you were receiving federal student aid (grants, loans and/or work-study).

   Yes  If Yes, your answer to question 23 is “3.” Sign and return worksheet.

   No   If No, go to question 7.

7. Write the date of your last conviction for possessing illegal drugs here:  
   If you have no convictions for possessing drugs, skip to question 9.       __________/________/________

8. If you have only one conviction for possessing illegal drugs, add one year to the date in question 7, and write that date here:  If you have two convictions add two years and write that date here:       __________/________/________

9. Write the date of your last conviction for selling illegal drugs here:  
   If you have no convictions for selling drugs, skip to question 11.       __________/________/________

10. If you have only one conviction for selling illegal drugs, add two years to the date in question 9, and write that date here:       __________/________/________

11. Look at the dates you wrote in questions 8 and 10. If there is only one date, copy that date here:  If there are two dates, write the later one here: This is your “eligibility date.”

   __________/________/________

   ELIGIBILITY DATE

If your eligibility date in question 11 is before July 1, 2019, your answer to question 23 is “1.” Sign and return worksheet.

If your eligibility date is July 1, 2019 through June 30, 2020 your answer to question 23 is “2.” Sign and return worksheet.

If your eligibility date is after June 30, 2020, your answer to question 23 is “3.”  Sign and return worksheet.

QUESTION 23: Based on the answers on this worksheet, circle your answer:  1   2   3

I certify that the answers noted on this worksheet are correct and understand that false or misleading information will result in my aid being revoked and a report made with the U.S. Department of Education.

Signature___________________________________________ Date____________________________

Return worksheet to:   Student Financial Aid Office
University of Cincinnati
PO Box 210125
Cincinnati, OH  45221-0125

Location: One Stop Student Service Center
• 220 University Pavilion, Clifton
• 150 Muntz, UC Blue Ash
• 100 Student Services, UC Clermont

Fax: 513-556-9171