

## Drug Conviction Worksheet

Student Name: \_\_\_\_\_ Student SCC ID: \_\_\_\_\_

You are required to complete this worksheet because you reported on your FAFSA that you had a conviction for possessing or selling illegal drugs or because you left the question blank. Complete this worksheet to determine if you are eligible for Federal Student Aid and submit it to the Office of Financial Aid at Southeast Community College.

### These are the possible eligibility results:

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

“2” means your drug conviction(s) affect your eligibility for federal student aid for part of the school year. To receive federal student aid, you need to tell the financial aid office at your school your “eligibility date” from question 11 on this worksheet. You can become eligible earlier in the school year if you complete an acceptable drug rehabilitation program or pass two unannounced drug tests administered by an acceptable drug rehabilitation program. Even if you are not eligible for federal student aid, you may still be eligible for aid from your state or college.

“3” means you are NOT eligible for federal student aid for this school year unless you complete an acceptable drug rehabilitation program or pass two unannounced drug tests administered by an acceptable drug rehabilitation program. Even if you are not eligible for federal student aid, you may still be eligible for aid from your state or college.

If you need help with this worksheet, or have questions, call 1-800-433-3243.

Please complete the instructions on this form and return it to the Office of Financial Aid at Southeast Community College as soon as possible. Be sure to include your name and SCC ID on all forms you submit to our office. *Due to data security guidelines, all forms submitted to our office must be brought in person, faxed, or mailed through the U.S. Postal Service. We cannot accept emailed forms.*

### 1. Have you ever received federal student aid?

Answer “no” if you have never received federal student grants, federal student loans or federal work-study. You should also answer “no” if you have never attended college.

**NO**     *If no, sign and return this form to the SCC Financial Aid Office. Do not go to question 2.*

**YES**     *If yes, go to question 2 on this worksheet.*

### 2. Have you ever been convicted for the possession or sale of illegal drugs for an offense that occurred while you were receiving federal student aid (grants, loans and/or work-study)?

Only include federal and state convictions. Do not count any convictions that have been removed from your record or that occurred before you turned age 18, unless you were tried as an adult.

**NO**     *If no, sign and return this form to the SCC Financial Aid Office. Do not go to question 3.*

**YES**     *If yes, go to question 3 on this worksheet.*

### 3. Did the offense for possession or selling illegal drugs occur during a period of enrollment for which you were receiving federal student aid (grants, loans, and/or work-study)?

**NO**     *If no, sign and return this form to the SCC Financial Aid Office. Do not go to question 4.*

**YES**     *If yes, go to question 4 on this worksheet.*

**4. Have you completed an acceptable drug rehabilitation program since your conviction?**

An acceptable drug rehabilitation program must include at least two unannounced drug tests, and:

- be qualified to receive funds from a federal, state, or local government or from a federally or state-licensed insurance company; or
- 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.

**NO**     *If no, sign and return this form to the SCC Financial Aid Office. Do not go to question 5.*

**YES**     *If yes, go to question 5 on this worksheet.*

**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, sign and return this form to the SCC Financial Aid Office. Do not go to question 6.*

**NO**     *If no, go to question 6 on this worksheet.*

**6. Do you have more than two convictions 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, sign and return this form to the SCC Financial Aid Office. Do not go to question 7.*

**NO**     *If no, go to question 7 on this worksheet.*

**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 on this worksheet.*

**8. If you have only one conviction for possessing drugs, add one year to the date in question 7 and write that date here:**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**If you have two convictions for possessing drugs, add two years to the date in question 7 and write that date here:**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**9. Write the date of your last conviction for selling drugs, add two years to the date in question 9, and write that date here:**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

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

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**11. Look at the dates you wrote in question 8 and 10.**

*If there is only one date, copy that date here:*

**11.** \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

*If there are two dates, write the later one here:*

**YOUR ELIGIBILITY DATE**

**By signing this form I acknowledge the following:**

I certify that all of the information reported to qualify for Federal/State student aid is complete and correct. If asked by an authorized official, I agree to provide proof of the information I have given on the form. Warning: If you purposely give false or misleading information, you may be fined, sent to prison, or both.

**Signature is required of the student whose information has been reported on this form.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_