This worksheet provides a step by step instruction guide for the Parent portion of the FAAST application including detailed explanations of the application questions, Frequently Asked Questions and a checklist of helpful data to have available while filling out the application.

Yale Law School requires parental data for any student applicant 28 years of age or younger who is seeking need based aid. In the case of parents who are divorced or not presently married, the student designates a “custodial” vs. “non-custodial” parent (a definition of those terms is provided in the Frequently Asked Question section of this Worksheet) and each parent is issued a separate system access PIN, establishes their own secure password log in, and submits their own confidential FAAST application.

Note that this worksheet is based on all the potential Parent questions in the FAAST system. However, not all of the questions listed on the worksheet will appear for you to actually complete. FAAST uses your initial responses to questions to then determine what follow up questions are required and, as such, minimizes the number of questions you must actually complete. The goal of FAAST is to have you complete a nominal amount of questions specific to your individual financial situation while at the same time providing Yale Law School with sufficient information to perform an equitable financial need analysis of the student applicant.

Many of the questions will require a mandatory response before proceeding in the application. In the case of mandatory questions that required a numeric response, enter 0 (or $0) if the question is not applicable to your circumstance.

We encourage applicant parents to review this worksheet prior to beginning the FAAST application and also to keep the worksheet accessible while actually completing the FAAST application. You are also encouraged to reach out to YLS Financial Aid through our designated FAAST email (FAAST.law@yale.edu) with any questions on the application.
### 2021-2022 Parent Information Worksheet

**Parent 2 Age as of 12/31/2021**
Enter the age that Parent 2 will be on 12/31/2021.

**Street Address**
Enter the street address for the parent’s permanent residence/home.

**City**
Enter the city for the parent’s permanent residence/home.

**State**
Select the state/province/territory of residence from the drop down list. If no corresponding entry is on the list choose “NA” (None of the Above).

**Zip Code**
Enter the parent’s permanent residence/home Postal Service Zip Code.

**Territory/Country**
For non-U.S. addresses enter the name of the parent’s permanent residence/home territory and/or country.

**Area Code and Phone Number**
Enter the area code and phone number where the parent(s) could be reached if there are questions on the application. Note YLS never contacts parents without student/applicant’s permission.

**Email Address**
Enter the parent’s e-mail address. Example: name@domain.com.

**State of Legal Residence**
Select the state/province/territory from the drop down list. If no corresponding entry is on the list choose “NA” (None of the above).

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### Parent Employment Information

**What is Parent 1’s present employment status?**
Select the entry which best describes Parent 1’s present employment status from the dropdown options below. If Parent 1’s employment status will change for the 2021-2022 academic year, please provide details in the Parent Special Circumstances section of the application.

1) Employed
2) Unemployed
3) Retired

**The following questions apply if Parent 1 has indicated that they are presently employed:**

**Occupation of Parent 1**
Describe Parent 1’s present occupation/job title.

**Parent 1 Employer**
Enter the employer of this parent.

**Number of Years Parent 1 with this Employer**
Enter the number of years this parent has been employed by this employer. If employed less than one year, enter 0.

**The following questions apply if Parent 1 indicated they are married or unmarried living together:**

**What is Spouse/Partner’s present employment status?**
Select the entry which best describes the spouse/partner’s present employment status from the dropdown options. If the employment status will change for the 2021-2022 academic year, please provide details in the Parent Special Circumstances section of the application.

1) Employed
2) Unemployed
3) Retired

**The following questions apply if the spouse/partner has indicated that they are presently employed:**

**Occupation of Spouse/Partner**
Describe this parent’s present occupation/job title.

**Spouse/Partner Employer**
Enter the employer of this parent.

**Number of Years Spouse/Partner with this Employer**
Enter the number of years this parent has been employed by this employer. If employed less than one year, enter 0.

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### Parent Household Information

**Number of family members financially supported by parent(s)**
Enter the number of people that the parent(s) will financially support from July 1, 2021—June 30, 2022. Include parent(s), and ALWAYS INCLUDE the student applicant, even if the student applicant does not physically live with the parent(s) and/or is not currently supported by the parent(s). Include other people only if they live with and get more than half their support from the parents and will continue to get this support between July 1, 2021, and June 30, 2022. “Support” is defined as money, gifts, loans, housing, food, clothes, vehicle, medical and dental care, payment of college costs, etc.

**Examples:**
- 2 people: one parent (single/divorced/separated/widowed) and student applicant
- 3 people: 2 married parents and student applicant
- 4 people: 2 married parents, student applicant, and 1 student sibling.

**Number of parents in college for 2021-2022**
Enter the number of parents who will be attending college halftime enrollment or more during the 2021-2022 academic year. If none, enter “0” zero.

**Number of family members (excluding parents) in college for 2021-2022**
Enter the number of family members (identified above as financially supported by parent(s)) who will be attending college at least halftime or more for the 2021-2022 academic year. Always include the student applicant in this count and do not include parent(s).

**Household Members (excluding student) Detail**
First, indicate the number of household members (including the parent(s) but not the student applicant) who will be financially supported by the parents in 2021-2022. Then for all members in that count indicate:

- Name
- Age
**2021-2022 Parent Information Worksheet**

- **Relationship to student:**
  1) Student’s parent/step parent
  2) Student’s brother/sister
  3) Student’s spouse
  4) Student’s son/daughter
  5) Student’s grandparent
  6) Other
- **Will be enrolled halftime or more in college for 2021-2022:**
  1) Yes
  2) No

**Parent(s)’ Income and Expenses (2020 Tax Year)**

Responses in the following "Parent’s Income and Expenses 2020 Tax Year" section are based on your tax return. If you are a U.S. Citizen use your completed or estimated 2020 U.S. tax return. If you are a non U.S. Citizen use your equivalent national tax return and convert currency to U.S. dollars. For all questions in this section—if the parent is presently married, intends to be married as of 9/1/21 or is not married but is living with the student’s other parent, responses should include joint income information. If the parent is not married, responses should include just the parent’s individual income.

If the student discusses the financial aid application with the school’s financial aid officer, do you authorize the officer to disclose your information including financial data to the student?

1) Yes
2) No

Parents who indicate ‘No” will have their application marked as "confidential”.

**Are you a non U.S. Citizen whose income in 2020 came from non U.S. sources?**

1) Yes
2) No

**Number of Dependents 2020:**

Enter the number of dependents reported on your Form 1040. Include yourself and spouse, if applicable.

**Adjusted Gross Income 2020 from IRS form**

Enter 2020 adjusted gross income from:
IRS Form 1040 line 11.

**For non U.S. tax filers – adjusted gross income should include** wages, salaries, tips, dividend and interest income, other taxable income such as alimony received, business/farm income, capital gains, pensions, annuities, rents, unemployment compensation, retirement income, and all other taxable income. Subtract from income any contributions you made to a retirement plan and any alimony you paid.

**Standard or Itemized Deductions 2020**

Enter the amount from Form 1040, line 12.

**Parent 1 Earned Income 2020**

Enter the total amount of income that Parent 1 earned from work during the 2020 tax year. Include all wages, salaries, tips and bonuses. Include any self-employment or farm earnings. Enter the amount earned before any taxes are deducted.

**Spouse/Partner Earned Income 2020**

Enter the total amount of income that the spouse/partner earned from work during the 2020 tax year. Include all wages, salaries, tips and bonuses. Include any self-employment or farm earnings. Enter the amount earned before any taxes are deducted.

**Interest Income 2020**

Enter the amount of interest income received from:
IRS Form 1040 line 2b.

If you will not file an IRS tax form, you are still required to enter the total amount of interest income you received.

**Other Taxable Income 2020**

Enter the total amount of other taxable income reported on IRS Form 1040 or 1040NR for 2020, line 8. Include alimony received, business and farm income, capital gains, pensions, annuities, rents, unemployment compensation, and social security.

**Earned Income Tax Credit 2020**

Enter the amount of Earned Income Credit for 2020 from:
IRS form 1040 line 27.

**Non Taxable Social Security Benefits 2020**

Enter the amount of untaxed social security benefits (including Supplemental Security Income) received in 2020 from IRS Form 1040 line 6a. Do not include any benefits already included under “Adjusted Gross Income -2020” above. Enter the total for the year, not the monthly amounts. Include any amounts received for children.

**AFDC/TANF 2020**

Enter the total amount of benefits received in 2020 from Aid to Families with Dependent Children or Temporary Assistance for Needy Families. (These are usually called AFDC, ADC, or TANF benefits.) Enter the total for the year, not the monthly amounts. Do not include any social security benefits here.

**Child Support Received – 2020**

Enter the amount of child support received for all children in 2020.

**Dividend Income 2020**

Enter the amount of dividend income received from:
IRS Form 1040 line 3b.

If you will not file an IRS tax form, you are still required to enter the total amount of dividend income you received.

**Number of Dependents 2020:**

Enter the number of dependents reported on your Form 1040. Include yourself and spouse, if applicable.

**Adjusted Gross Income 2020 from IRS form**

Enter 2020 adjusted gross income from:
IRS Form 1040 line 11.

**For non U.S. tax filers – adjusted gross income should include** wages, salaries, tips, dividend and interest income, other taxable income such as alimony received, business/farm income, capital gains, pensions, annuities, rents, unemployment compensation, retirement income, and all other taxable income. Subtract from income any contributions you made to a retirement plan and any alimony you paid.

**Standard or Itemized Deductions 2020**

Enter the amount from Form 1040, line 12.

**Parent 1 Earned Income 2020**

Enter the total amount of income that Parent 1 earned from work during the 2020 tax year. Include all wages, salaries, tips and bonuses. Include any self-employment or farm earnings. Enter the amount earned before any taxes are deducted.

**Spouse/Partner Earned Income 2020**

Enter the total amount of income that the spouse/partner earned from work during the 2020 tax year. Include all wages, salaries, tips and bonuses. Include any self-employment or farm earnings. Enter the amount earned before any taxes are deducted.

**Interest Income 2020**

Enter the amount of interest income received from:
IRS Form 1040 line 2b.

If you will not file an IRS tax form, you are still required to enter the total amount of interest income you received.

**Other Taxable Income 2020**

Enter the total amount of other taxable income reported on IRS Form 1040 or 1040NR for 2020, line 8. Include alimony received, business and farm income, capital gains, pensions, annuities, rents, unemployment compensation, and social security.

**Earned Income Tax Credit 2020**

Enter the amount of Earned Income Credit for 2020 from:
IRS form 1040 line 27.

**Non Taxable Social Security Benefits 2020**

Enter the amount of untaxed social security benefits (including Supplemental Security Income) received in 2020 from IRS Form 1040 line 6a. Do not include any benefits already included under “Adjusted Gross Income -2020” above. Enter the total for the year, not the monthly amounts. Include any amounts received for children.

**AFDC/TANF 2020**

Enter the total amount of benefits received in 2020 from Aid to Families with Dependent Children or Temporary Assistance for Needy Families. (These are usually called AFDC, ADC, or TANF benefits.) Enter the total for the year, not the monthly amounts. Do not include any social security benefits here.

**Child Support Received – 2020**

Enter the amount of child support received for all children in 2020.
Other Untaxed Income/Benefits 2020
Enter the total amount of untaxed income and benefits received in 2020. Include the following:

- tax-exempt interest income from IRS form 1040—line 2a
- untaxed portions of IRA distributions, pensions, and annuities from IRS Form 1040—lines (4a minus 4b).
- payments to tax-deferred pension and savings plans (paid directly or withheld from earnings). Include untaxed portions of 401(k) and 403(b). (Check your W-2).
- Housing, food and other living allowances paid to members of the military, clergy and others, including cash payments and cash value of benefits, excluding the value of on-base military housing or the value of a basic military allowance for housing.
- Veterans non-educational benefits, such as Death Pension, Disability, Dependency & Indemnity Compensation (DIC), etc.
- Any other untaxed income and benefits, such as workers’ compensation, disability, etc.

Do not include any of the following:

- Untaxed Social Security Benefits
- Welfare payments, SSI, or food stamps
- Money from student financial aid
- Foreign income exclusion
- Rollover pensions or IRAs
- Any income reported elsewhere in this application.

Medical/Dental Expense 2020
Enter the total amount PAID in 2020 for medical and dental expenses (including insurance premiums). Do not include amounts covered by insurance, your company medical reimbursement account (flexible spending account), or self-employed health deductions from IRS form 1040. If deductions were itemized on the 2020 US income tax return, enter the amount from IRS form 1040, Schedule A, line 1.

Elementary/Junior/High School Tuition 2020
Enter the total amount of private school tuition paid in 2020 for elementary, junior high, and high school for all dependent children. (Direct tuition expenses only – do not include any costs related room, board, books, transportation, etc.)

Number of Children’s Elementary/Junior/High School Tuition Paid 2020
Enter the number of dependent children for whom the tuition amount above was paid in 2020.

Child Support Paid 2020
Enter the amount of child support paid in 2020.

Education Credits Received 2020
Enter the amount of education credits (American Opportunity and Lifetime Learning Credits) you received in 2020, from IRS form 1040 line 29.

The following questions apply to parents who responded “no” to being a non U.S. Citizen whose income came from non U.S. sources:

Source of the Preceding U.S. Tax Figures 2020
Select the entry corresponding to the source of 2020 tax figures used to complete the preceding questions:
1) Completed IRS Form 1040
2) Estimated IRS Form 1040
3) Tax return will not be filed
4) Completed IRS Form 1040NR
5) Estimated IRS Form 1040NR

U.S. Income tax paid 2020
Enter the amount of U.S. income tax paid from:
IRS Form 1040 line 16 minus Schedule 2, Line 2.

Do not include any FICA, self-employment, or other taxes. Do not copy the amount of “federal income tax withheld” from a W-2 form.

The following questions apply to parents who responded “yes” to being a non U.S. Citizen whose income came from non U.S. sources:

Source of the Following 2021 U.S. Tax Figures
Select the entry corresponding to the anticipated source of 2021 tax figures to be completed below:
1) Completed IRS Form 1040
2) Estimated IRS Form 1040
3) Tax return will not be filed
4) Completed IRS Form 1040NR
5) Estimated IRS Form 1040NR

Note responses in this section are for the upcoming 2021 Tax Year and should be based on best estimates. In many cases this data may mirror 2020 tax data already reported but should also factor in any projected changes in income and expenses anticipated for 2021. If there are significant variances between 2021 actual vs. 2020 projected income and expenses, provide an explanation in the Parent Special Circumstances section.

What is the present exchange rate of your country’s currency to one U.S. dollar?
Enter the conversion rate on your present currency to one U.S. dollar. For example if 18.79 (Pesos) = 1 $ USD- enter “18.79”. For reference you can use the following currency converter: https://fx-rate.net/calculator.

National Income Tax Paid
Enter the amount of income tax paid to your national government: Do not include any wage taxes or Value Added Taxes.

Parent(s)
Income and Expenses (Projected 2021 Tax Year)

Q - I am divorced or not currently married to my child’s other parent. How do we complete the form?
The student will receive two separate PIN numbers and must designate one for the “Custodial Parent” and one for the “Non-Custodial parent.” The main supporting parent (and stepparent if applicable) is defined as the parent whom the student lived with for the majority of the time in the last 12 months and should be issued the “Custodial Parent” PIN. If the student did not live with either parent more than the other in the last 12 months, the Custodial Parent is the one who provided the most financial support during that time. If neither parent provided greater support during the last 12 months, it is the parent who most recently provided the greatest financial support. The other parent (and stepparent if applicable) should be issued the “Non-Custodial Parent” PIN. After initial log in with their PINs each parent will be prompted to establish their own secure password and submit separate confidential applications.

Q - Will my student see my parental financial information?
No- similar to the confidentially offered to the student, parents who do not wish their data to be seen or accessed by their student may indicate as such on the appropriate FAAST question. However, the data will be combined into one application, visible to Financial Aid office staff only. Both
### 2021-2022 Parent Information Worksheet

**Number of Dependents 2021**
Enter the number of reported on your Form 1040. Include yourself and spouse, if applicable.

**Adjusted Gross Income 2021 from IRS form**
Enter 2020 adjusted gross income from:
- IRS Form 1040 line 11.

**For non U.S. tax filers – adjusted gross income should include** wages, salaries, tips, dividend and interest income, other taxable income such as alimony received, business/farm income, capital gains, pensions, annuities, rents, unemployment compensation, retirement income, and all other taxable income. Subtract from income any contributions you made to a retirement plan and any alimony you paid.

**Standard or Itemized Deductions 2021**
Enter the amount from Form 1040, line 12.

**The following question applies to parents who responded “no” to being a non U.S. Citizen whose income came from non U.S. sources:**

**U.S. Income tax 2021**
Enter the amount of U.S. income tax to be paid from:
- IRS Form 1040 line 16 minus Schedule 2, line 2.

Do not include any FICA, self-employment, or other taxes. Do not copy the amount of “federal income tax withheld” from a W-2 form.

**The following question applies to parents who responded “yes” to being a non U.S. Citizen whose income came from non U.S. sources:**

**National Income Tax 2021**
Enter the amount of income tax to be paid to your national government: Do not include any wage taxes or Value Added Taxes.

**Parent 1 Earned Income 2021**
Enter the total amount of income that Parent 1 earned (or will earn) from work during the 2021 tax year.

Include all wages, salaries, tips and bonuses. Include any self-employment or farm earnings. Enter the amount earned before any taxes are deducted.

**Non Taxable Social Security Benefits 2021**
Enter the amount of untaxed social security benefits (including Supplemental Security Income) to be received in 2021. Do not include benefits already included under “Adjusted Gross Income -2021” above. Write in the total for the year, not the monthly amounts. Include any amounts received for children, from IRS Form 1040, line 6a.

**AFDC/TANF 2021**
Enter the total amount of benefits to be received in 2021 from Aid to Families with Dependent Children or Temporary Assistance for Needy Families. (These are usually called AFDC, ADC, or TANF benefits.) Input the total for the year, not the monthly amounts. Do not include any social security benefits here.

**Child Support Received 2021**
Enter the amount of child support received for all children in 2021.

**Other Untaxed Income/Benefits 2021**
Enter the total amount of untaxed income and benefits received in 2021. Include the following:
- tax-exempt interest income from IRS form 1040—line 2a.
- untaxed portions of IRA distributions, pensions, and annuities from IRS Form 1040 —lines (4a minus 4c).
- payments to tax-deferred pension and savings plans (paid directly or withheld from earnings). Include untaxed portions of 401(k) and 403(b). (Check your W-2).
- Housing, food and other living allowances paid to members of the military, clergy and others, including cash payments and cash value of benefits, excluding the value of on-base military housing or the value of a basic military allowance for housing.
- Veterans non-educational benefits, i.e. Death Pension, Disability, Dependency & Indemnity Compensation (DIC), etc.
- Any other untaxed income and benefits, such as workers’ compensation, disability, etc.

**Dividend Income 2021**
Enter the amount of dividend income to be received from:
- IRS Form 1040 line 3b.

If you will not file an IRS tax form, you are still required to enter the total amount of dividend income you received.

**Interest Income 2021**
Enter the amount of interest income to be received from:
- IRS Form 1040 line 2b.

If you will not file an IRS tax form, you are still required to enter the total amount of interest income you received.

**Dividend Income 2021**
Enter the amount of dividend income to be received from:
- IRS Form 1040 line 3b.

If you will not file an IRS tax form, you are still required to enter the total amount of dividend income you received.

**Other Taxable Income 2021**
Enter the total amount of other taxable income to be reported on IRS Form 1040 or 1040NR for 2020, line 8. Include alimony received, business and farm income, capital gains, pensions, annuities, rents, unemployment compensation, and social security.

**Earned Income Tax Credit 2021**
Enter the amount of Earned Income Credit for 2021 from:
- IRS form 1040 line 27.

Q - A question is unclear or needs clarification - where can I go for help to understand what information is needed?
The first source for assistance is this Parent Worksheet, which provides a step by step instructional guide and a more detailed explanation and clarification of each question. If you remain unsure, we encourage you to submit your question to our FAAST dedicated email at FAAST.law@yale.edu. Financial Aid staff monitors and responds to this email.

Q - Can the student complete the Parent portion of FAAST on behalf of my parents?
We recognize that in some cases parents may not have ready access to technology or may have logistical or communication challenges with the present online system. If a parent is unable to do so, the student may complete the application on their behalf with their permission. If so, it is critical that the student log in using the parent PIN to link the Student and Parent sections of the application. Parent information, particularly financial data, must be as accurate as possible. Incoming students are required to submit tax return documentation later in the financial aid process that will be verified against the FAAST data. If there are variations in that review, aid awards will be revised.
2021-2022 Parent Information Worksheet

Medical/Dental Expense 2021
Enter the total amount to be PAID in 2021 for medical and dental expenses (including insurance premiums). Do not include amounts covered by insurance, your company medical reimbursement account (flexible spending account), or self-employed health deductions from IRS form 1040. If deductions were itemized on the 2020 US income tax return, enter the amount from IRS form 1040, Schedule A, line 1.

Elementary/Junior/High School Tuition 2021
Enter the total amount of private school tuition to be paid in 2021 for elementary, junior high, and high school for all dependent children. (Direct tuition expenses only – do not include any costs related room, board, books, transportation, etc.)

Number of Children’s Elementary/Junior/High School Tuition Paid 2021
Enter the number of dependent children for whom the tuition amount reported will be paid in 2021.

Child Support Paid 2021
Enter the amount of child support to be paid in 2021.

Education Credits Received 2021
Enter the amount of education credits (American Opportunity and Lifetime Learning Credits) you will receive in 2021 from IRS form 1040 line 29.

Annual Educational Loan Payments 2021
If the parent has loan debt in their name that supported either the parent, applicants or applicant’s sibling educational enrollment, enter the monthly amount presently being paid under repayment terms.

Parent Assets
Cash, Savings, and Checking Accounts (as of today)
Enter the total amount of money in any combination of cash, savings, and checking accounts as of the date you are completing this application.

Value of stocks, bonds, and investments
Enter the current value of investments such as certificates of deposit, money market funds, mutual funds, stocks, bonds, other securities, installment and land sale contracts (including mortgages), commodities, precious metals, etc. Do not include any amount of these investments held in retirement plans, such as pension funds, annuities IRAs, Keogh accounts, etc.

Retirement Accounts Value
Enter the estimated value of the parent(s)’ retirement account(s), including IRA accounts, Keogh accounts, and employer based tax-deferred pension and savings plans such as 401(k), 403(b), and 457 plans. Include amounts from both traditional and Roth IRA accounts.

Parent Special Circumstances
Note - this section is optional. In the large text box provided share any circumstances that you feel are not captured elsewhere on this application that you wish Yale Law to be aware of in their consideration and assessment of this application based on financial need. All information is kept confidential.

Authorizations and Releases
As the student applicant’s parent(s), by submitting this application do you certify that all the information provided in this application is true and complete to the best of your knowledge and you agree, if asked, to provide information that will verify the accuracy of your completed application? Note: You must signify your agreement by clicking the radio button with this certification to have the student’s application evaluated for need based institutional aid.