



**PARK**  
UNIVERSITY SM

**Park University**  
**2023-2024**  
**Itemization Worksheet**

The income you have reported on the 2023-2024 FAFSA does not appear to be sufficient to support your household. Please complete this form to explain how you and your family were supported in 2021.

- When completing the Itemization Worksheet, please remember that while you may be living with friends or relatives and not paying for your living expenses, the Federal regulations require that these costs be accounted for as sources of support.
- You may need to estimate what the costs would be IF you were being charged. You would then enter this amount both as expense and as support.

Student's Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Student ID # \_\_\_\_\_

<b>Expenses and Income for 2021</b>			
<i>Do not leave any spaces blank (Use \$0 if that space does not apply to your situation)</i>			
Type of Expense - 2021	Per Month	Type of Income/Assistance - 2021	Per Month
Housing (Rent/Mortgage)	\$	Government Assistance:	\$
Utilities	\$	• TANF	\$
Food (incl. housekeeping supplies)	\$	• SNAP	\$
Transportation (car, gas, insurance, etc.)	\$	• Subsidized Housing	\$
Medical (insurance, doctor, dentist)	\$	Social Security Benefits (SSI, Survivor, etc.)	\$
Personal (clothing, hygiene, etc.)	\$	Child Support Received	\$
Other: _____	\$	Employment (full or part-time)	\$
		Support from relatives/friends (cash, paying housing/bills, buying groceries, etc.)	\$
		Other: _____	\$
<b>Total Expenses per month 2021</b>	<b>\$</b>	<b>Total Income/Assistance per Month 2021</b>	<b>\$</b>

*Income must be equal or greater to the expenses*

**Required Signatures: Digital Signatures not accepted**

I/we certify that all information reported on this form is complete and correct. I/we understand that changes in the FAFSA information based on the documentation provided may result in a change in financial aid eligibility.

\_\_\_\_\_  
Student (Wet ink signature – no Digital Signatures) Date

\_\_\_\_\_  
Parent(s) (Wet ink signature - No digital signatures) Date

**2023-2024** Itemization Worksheet  
Helpful information

When completing the Itemization Worksheet, please remember that while you may be living with friends or relatives and not paying for your living expenses, the Federal regulations require that these costs be accounted for as sources of support.

The Itemization Worksheet form asks you to outline how you supported yourself (and your family if applicable) in 2021 by providing the cost of your expenses monthly and also how you covered those expenses. You may need to estimate what the costs would be IF you were being charged and then enter this amount of support you are receiving and the source.

For example, if you lived rent free in 2021, you would still need to explain what your portion of the rent would have been IF you had been charged:

- If you lived somewhere with 3 other people (4 total living together) and the monthly rent/mortgage was \$1200, your portion monthly would be \$300. ( $\$1200/4 = \$300$ )
- You would then show this as support from whomever was providing the housing as “Support from relatives or friends” or “Other”.

We will not be able to move forward with your verification until we receive the Itemization Worksheet completed with costs or estimates of costs and the sources of support.

Please upload this completed form within your Financial Aid Student Portal at:

<https://finaid.park.edu/NetPartnerStudent>

**Student Financial Aid Office**

[finaid@park.edu](mailto:finaid@park.edu)

**816-584-6290**

**\*Please be advised that additional information and documentation may be needed and required\***