The Michigan State University Office of Financial Aid has received the results of your 2021-2022 Free Application for Federal Student Aid (FAFSA). We regret to inform you that we are unable to offer financial assistance to you at this time.

You either failed to answer question 23 on the FAFSA, or answered it in such a way that we believe you are ineligible for federal aid. This question asks if you have ever been convicted of any illegal drug offense.

To clear your status with Michigan State University, you must complete the attached worksheet to determine whether you are eligible for federal aid. Then fill out the statement below, sign and return it to us.

Documentation should be submitted to our office within 30 days of the date of this letter. Your eligibility for some or all of the aid programs will be determined upon review of the documentation.

Check the appropriate statement below (Note: only one may be checked):

_____ Answer to the worksheet is ‘1’: eligibility for financial aid is not affected by a drug conviction.

_____ Answer to the worksheet is ‘2’: I will be eligible for financial aid partially through the upcoming school year.

  My eligibility date is _____________________

_____ Answer to the worksheet is ‘3’: I am not eligible for federal aid for this school year.

  If I become eligible, I will notify the Office of Financial Aid.

Student Signature __________________________ PID _____________ Date ____________

Note: Awarding of all financial aid is contingent upon the availability of funds.
Student Aid Eligibility Worksheet
for Question 23

2021-2022

You are receiving this worksheet with your Student Aid Report (SAR) because you reported on your Free Application for Federal Student Aid (FAFSA®) form that you had a conviction for possessing or selling illegal drugs or because you left question 23 blank.

Complete this worksheet to determine if you are eligible for federal student aid. 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 eligibility for federal student aid for part of this school year. To receive federal student aid, you need to tell the financial aid office at your college 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 us at 1-800-4-FED-AID (1-800-433-3243).

Answer the questions below and follow the instructions after each answer.

1. Have you ever received federal student aid?
   Answer “No” if you have never received federal student grants, federal work-study, or federal loans. You should also answer “No” if you have never attended college.

   NO
   YES
   if No, change your answer to question 23 on your SAR to “1,” and sign and send us your SAR.
   if Yes, go to question 2 on this worksheet.

2. Have you been convicted for the possession or sale of illegal drugs for an offense that occurred while you were receiving federal student aid (grants, work-study, and/or loans)?
   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
   YES
   if No, change your answer to question 23 on your SAR to “1,” and sign and send us your SAR.
   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 (grants, work-study, and/or loans)?

   NO
   YES
   if No, change your answer to question 23 on your SAR to “1,” and sign and send us your SAR.
   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:
1. be qualified to receive funds from a federal, state, or local government or from a federally 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.

YES

NO if No, 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, work-study, and/or loans).

YES if Yes, change your answer to question 23 on your SAR to “1,” and sign and send us your SAR.

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, work-study, and/or loans).

YES if Yes, change your answer to question 23 on your SAR to “3,” and sign and send us your SAR.

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 illegal drugs here:
If you have no convictions for selling drugs, skip to question 11 on this worksheet.

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 questions 8 and 10.
If there is only one date, copy that date here:
If there are two dates, write the later one here:

What to do with your eligibility date:
- If your eligibility date in question 11 is before July 1, 2021, change your answer to question 23 to “1,” and sign and send us your SAR.
- If your eligibility date falls between July 1, 2021 and June 30, 2022, change your answer to question 23 to “2,” and sign and send us your SAR. Save this worksheet for your records. Contact the financial aid office at your college, and tell them your eligibility date.
- If your eligibility date is after June 30, 2022, change your answer to question 23 to “3,” and sign and send us your SAR.