NC Central University
Office of Scholarships and Student Aid

DISLOCATED WORKER/DISPLACED HOMEMAKER FORM
2019-2020

_____ _____
Student's Last Name First Name MI Telephone Number w/area code

Dear Parent:
You indicated on the Free Application for Federal Student Aid (FAFSA) that you or your spouse is a dislocated worker/displaced homemaker.
***NOTE: If a person quits work or is terminated because of job performance, generally he/she is not considered a dislocated worker even if the person is receiving unemployment benefits**. **

____Check here if you and/or your spouse **are not** considered a dislocated worker/displaced homemaker.
_____Mother or Parent 1 – Name: _____
_____Father or Parent 2 - Name: _____
- **STOP** – Please sign this form and either fax it to (919/530-7959) or mail to the address listed above. A correction will be submitted electronically on your behalf to the Federal Processor to update your FAFSA.

For Displaced/Dislocated reasons you must submit all documents required below:

Check the following person who was a dislocated worker/displaced homemaker at the time you filed your FAFSA.
_____Mother or Parent 1 -Name: _____
_____Father or Parent 2 - Name: _____

_____Check here if the person above has been employed since being dislocated/displaced IN ANY FIELD of work.

Please review the following and indicate which situation(s) apply for the person checked above. Please submit a letter explaining dislocated worker/displaced homemaker situation in detail. In addition, submit the acceptable documentation listed below for each circumstance. Please include the student's name and BANNER ID on every document.

____Has been permanently laid off from previous occupation or business closed – ***Documentation Required***
- Submit copy of separation or termination notice from previous employer

____Receiving unemployment benefits due to being laid off or losing a job and is unlikely to return to a previous occupation **– *Documentation Required***
- Submit current documentation of unemployment compensation benefits showing effective dates

____Self-employed but is now unemployed due to economic conditions or natural disaster – ***Documentation Required***
- Submit a 2017 IRS Tax Return Transcript and all 2017 IRS Tax Return Transcript schedules
- Submit proof of income loss
- Submit proof of business closing

____Displaced homemaker who previously provided unpaid services to the family (e.g., a stay-at-home mom or dad), is no longer supported by the husband or wife, is unemployed or underemployed, and having trouble finding or upgrading employment – ***Documentation Required***
- Submit copy of divorce or legal separation papers
- Submit copy of death certificate for spouse
- Proof of Unemployment

____Spouse of an active duty Member of the Armed Forces– ***Documentation Required***
- Copy of spouse's active military orders
- Copy of spouse's permanent change of station orders (PCS)
- Letter from former employer indicating dates of employment and year to date earnings
- Proof of Unemployment

Each person signing this worksheet certifies that all of the information reported is accurate and complete. **The student and at least one parent whose information was reported on the FAFSA must sign and date. WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

X _____
Student Date

X _____
Parent/Stepparent Date

Return completed form and all requested documents to:
Office of Scholarships and Student Aid
P. O. Box 19496 Shepard Station, Durham, NC 27707
Fax: 919/530-7959

ENTER YOUR 9-DIGIT NCCU ID → | | | | | | | | | |