

FAST Worksheet

For your convenience, we have included a worksheet for you to use when gathering the necessary information that will be asked on the FAST application. If you are unsure what is required for a particular field, there is a Glossary available at the end of this book.

Application Information – Student

(Fill out 101-107 for each student)

101 Name _____

102 Birth Date _____

103 Gender _____

104 Grade Entering _____

105 529 Savings _____

106 Social Security Income _____

107 Child Trust _____

Parent/Guardian

(Fill out 201-212 for each parent in the household.)

201 Name _____

202 Gender _____

203 Birth Date _____

204 Address 1 _____

205 Address 2 _____

206 City _____

207 State, ZIP _____

208 Country _____

209 Phone (Home, Cell, or Work) _____

210 Occupation _____

211 Employer _____

212 Disabled? _____

Dependent Child Information

(Fill out 301-308 for each dependent child.)

301 Name _____

302 Birth Date _____

303 Gender _____

304 Present Grade _____

305 Present School _____

306 Is there tuition? How much? _____

307 Do you receive aid or scholarship? _____

308 Does this dependent live at the same address as applicant(s)? _____

Dependent Adult Information

(Fill out 350-352 for each adult dependent.)

350 Name _____

351 Birth Date _____

352 Does this dependent live at the same address as applicant(s)? _____

Real Estate

(Fill out 401-411 for each property.)

401 Mortgage Payment (monthly) _____

402 Mortgage Interest Paid (annual) _____

403 Is your home owners insurance included in your mortgage? _____

404 Original Mortgage Value _____

406 Year Purchased _____

407 Purchase Price _____

408 Present Market Value _____

409 Have you refinanced? What year? Refinance amount _____

410 Principal Remaining _____

411 Property Tax Paid _____

412 Is your property tax included in your mortgage? _____

Vehicle

(Fill out 450-454 for each vehicle.)

450 Make/Model _____

451 Year _____

452 Estimated Value _____

453 Debt Outstanding _____

454 Payment (Monthly) _____



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Assets

- 504 Savings _____
- 505 Checking _____
- 506 Certificates of Deposit _____
- 507 Stocks, Bonds, Securities, etc. _____
- 508 Trusts & Inheritance _____
- 509 Retirement Savings _____
- 510 Business Assets _____
- 511 Other Assets _____
- 512 Further Asset Explanation (optional) _____

Liabilities

- 553 Personal Loans _____
- 554 Credit Cards _____
- 555 Equity Loans _____
- 556 Equity Interest Paid _____
- 557 Other Liabilities _____
- 558 Further Liabilities Explanation (optional) _____

Income

- 601 W2 Income Adult 1 _____
- 601b W2 Income Adult 2 _____
- 602 Business Income _____
- 603 Dividend/Interest Income _____
- 604 Capital Gains Income _____
- 605 Real Estate Income _____
- 606 Trust, Inheritance Income _____
- 607 Alimony Income _____
- 608 Child Support Received _____
- 609 Gifts _____
- 610 All Other Income _____
- 611 Further Income Explanation (optional) _____

Expenses

- 704 Rent _____
- 705 Homeowners Insurance _____
- 706 Life Insurance _____
- 707 Auto Insurance _____
- 708 Health Insurance _____
- 709 Electricity _____
- 710 Heating _____
- 711 All Other Utilities/Phone _____
- 712 Child Support Paid _____
- 713 Alimony Paid _____
- 714 Charity/Tithing _____
- 715 Federal Taxes _____
- 716 State/County/City Taxes _____
- 717 Medical Expenses _____
- 718 Other Loan Expenses _____
- 719 Support of Dependents _____
- 720 Childcare Expenses _____
- 721 Other Expenses _____
- 722 Do you expect to pay the Alternative Minimum Tax?

- 723 Further Expenses Explanation (optional) _____



Help Bubbles

Each numerical field below has a Help Bubble associated with it to help you understand what information is being asked to enter. The following is a summary of the online Help Bubbles by line number. *(Not all lines require a help bubble.)*

105 529 Savings

Enter the total amount of all money in all 529 College Savings Plans for the applicant.

106 Social Security Income

Enter the total amount this student receives annually in benefits from the Social Security Administration.

107 Child Trust

If a trust is held in this child's name, please enter the amount and explain in detail below in the box provided. If a trust is held in this child's name, please enter the amount in the field provided. Please be sure to include any Uniform Transfers to Minors Act (UTMA) or Uniform Gifts to Minors Act (UGMA) accounts.

401 Mortgage Payment

Enter the amount of your monthly mortgage payment. Please refer to your most recent mortgage statement for the amount.

402 Mortgage Interest Paid

Enter the amount of interest you paid on your mortgage in the last year. If this is not available on your mortgage statement, please call your mortgage holder to get this amount.

403 Is your homeowners insurance included in your mortgage?

Select Yes or No.

404 Original Market Value

When you first bought this house, how much did you mortgage?

406 Year Purchased

Enter the year you originally purchased this house.

407 Purchase Price

For how much did you originally purchase this house?

408 Present Market Value

What is the present market value of your home?

409 Have you refinanced? Check yes or no.

What year did you refinance your house?
How much did you refinance?

410 Principal Remaining

What is the unpaid balance on your mortgage?

411 Property Tax Paid

What is your annual property tax bill due from city, county, and/or state?

450 Make/Model

Enter the brand and identifying name of your vehicle. Example: Ford Focus, Dodge Neon

451 Year

Enter the year that the vehicle was manufactured for sale.

452 Estimated Value

Enter the present market value of your vehicle if sold in the current condition. If you are unsure of the value, click the blue link to look it up at Kelley Blue Book. There is an online link that will direct you to KBB.

453 Debt Outstanding

Enter the total amount remaining on the original vehicle loan. If you lease this car, enter "0".

454 Payment

Enter the amount that you pay each month for a loan or lease on this vehicle.

501 Home Market Value

This section auto-fills depending on what was entered in Family Home Information Section.

502 Other Real Estate Market Value

This section auto-fills depending on what was entered in Family Home Information Section.

503 Vehicle(s) Market Value

This section auto-fills depending on what was entered in Family Home Information Section.

504 Savings

Enter the total amounts of all your savings accounts and money market accounts. Use information from statements for the last full month.

505 Checking

Enter the total amounts of all your checking accounts. Use information from bank statements for the last full month.

506 Certificate of Deposit

If you own Certificates of Deposit, please indicate the amounts here. To get current amounts, call your bank of the issuer of the CD and request totals for the last full quarter or month.



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507 Stocks, Bonds, Securities, etc.

Enter the amounts as of your last quarterly statement of all stocks, bonds, and other securities. Do not include any IRA or Keough accounts. Do your best to establish the value as of the last full quarter, or last month.

508 Trust and Inheritance

Enter the total amount of money held in trust for you and any dependent children who are not applying as students. Also include any inheritance received within the last year.

509 Retirement Savings

Enter the total amounts of all K, IRA, Roth IRA, and Keough accounts as of the most recent statements.

510 Business Assets

If you own a business, indicate your business assets as of your last monthly report. If you do not own a business, enter a zero.

511 Other Assets

Enter the total valuation of your tangible assets. Do not include your house or automobiles. Items that might be included here are valuable pieces of jewelry, art work, antiques, coin collections, boats, airplanes, furs, and anything that is worth \$1,000 or more.

512 Further Asset Description

Use this space to clarify any of your answers in the Asset Section.

550 Home Principal

This section auto-fills depending on what you entered in the Family Home Information Section.

551 Other Real Estate

This section auto-fills depending on what you entered in the Family Home Information Section.

552 Vehicle Outstanding Debt

This section auto-fills depending on what you entered in the Family Home Information Section.

553 Personal Loans

Enter any secured or unsecured loans you may have received from financial institutions, businesses, or persons. The number should be the actual amount owed to date, not the amount borrowed. Do not include credit card balances or equity loans in this category.

554 Credit Cards

Enter the total amount owed on all credit cards—both those issued by banks and those issued by businesses.

555 Equity Loans

Enter the total of any money that you have borrowed above the mortgage with your house as a security.

556 Equity Interest Paid

Enter the total of all interest paid annually on the equity loans listed in line 555 above.

557 Other Liabilities

Enter the total amount you owe for items such as court judgments, delinquent taxes, or any other liability that you might have that was not covered in the previous questions.

558 Further Liability Explanation

Use this space to clarify any of your answers in the Liability section.

601 W2 Income

Enter your total gross W2 wages (before any deductions) from all W2s you received for the year. If you cannot find “Gross Wages/Pay” on your W2, please enter the amount shown in Box 5 or Box 1 (whichever is higher). Your section 125 deductions will be accounted for elsewhere. If you did not receive W2 wages from an employer, please enter zero. If you are not sure, please refer to your Federal 1040 form to see if you have any income reported there for W2 wages.

602 Business Income

Enter the total amount of income reported on your Federal 1040 tax form as a result of owning a business. If there was no income, enter a zero. You may not enter a negative number. This income is typically reflected on Schedule 1 of the Federal 1040 tax form and is supported by Schedules C, E or F.

603 Dividend/Interest Income

Enter the total amount of all income received from dividend and interest bearing accounts as reported on your 1099 tax form(s). This should include interest received from savings accounts, money market accounts, etc. You should also include the total amount of bond coupons redeemed during the tax year. If not applicable, enter zero.

604 Capital Gains Income

Enter the total amount of capital gains earned as reported on your federal tax return. Typically, this amount is reflected on Schedule D of your federal tax return. If you did not earn capital gains, please enter zero.

605 Real Estate Income

Please enter the total amount of all monies received from real estate currently owned. Examples include rental properties, vacation homes, and time shares.



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606 Trusts

Enter the amount received annually, as listed in your K-1 Schedule, from any trusts for which you or your child is a beneficiary. In the "Optional further income explanation" box in line 610, describe the trust and who created the trust, the intended purpose, as well as any restrictions/requirements as to use.

607 Alimony Income

Enter the total amount of alimony received during the last year. If not applicable, enter zero.

608 Child Support Received

Enter the total amount of Child Support received during the last year. If not applicable, enter zero.

609 Gifts

Enter the total of any gifts you have received, such as a gift from a grandparent or any other relative. If not applicable, enter zero.

610 All Other Income

Enter the total amount of any income not already listed including money received from part time jobs for which a W-2 is not given, social security payments, disability benefits, retirement income, unemployment income, in addition to any other income as reported on a 1099 form and/or pay from moonlighting jobs. Also include earnings received from hobbies, court awards, gambling winning, etc.. If not applicable, enter zero.

701 Home Mortgage Payment

This section auto-fills depending on what you entered in the Family Home Information Section (it becomes an annual number).

702 Other Mortgage Payments

This section auto-fills depending on what you entered in the Family Home Information Section.

703 Vehicle Payments

This section auto-fills depending on what you entered in the Vehicle Information Section.

704 Rent

Enter the yearly amount of rent you pay for your home or apartment. If you do not pay rent, enter a zero in this space. If not applicable, enter zero.

705 Home Owner Insurance

If you own a home and your home insurance is not included in your mortgage, enter the amount that you pay annually here. Please note: Do not enter Renters Insurance in this field, please enter that cost in Other Expenses.

706 Life Insurance

Please enter the total of the annual premiums you pay for life insurance. If not applicable, enter zero.

707 Auto Insurance

Please enter the total of the annual premiums you pay for auto insurance. If not applicable, enter zero.

708 Health Insurance

Enter the amount that you pay annually for Health Insurance premiums. Include any supplemental policies in addition to your primary policy. Do not include any portion of the premium that your employer covers, and do not include out-of-pocket costs for co-pays or other medical costs, as they should be reported in Medical Expenses. If not applicable, enter zero.

709 Electricity

Enter the amount that you pay annually for electricity. If you do not have this number, contact your service provider. This number should only reflect costs associated with your primary residence. If you pay rent, and electricity is included in the rental amount, or if this question is not applicable, enter zero.

710 Heating

If your heating costs are not included in your electric payments, enter the amount you pay annually to heat your residence. If your heating costs are included in your electric bill, please place a zero in this space. This number should only reflect costs associated with your primary residence. If you pay rent, and heating is included in the rental amount, or if this question is not applicable, enter zero.

711 All Other Utilities/Phone

Please enter the sum of everything you spend annually for land line or Internet phone service, Internet services, cell phones, water, garbage, and sewer. This number should only reflect costs associated with your primary residence.

712 Child Support Paid

Please enter the total annual amount of child support payments you are required to pay annually. If not applicable, enter zero.

713 Alimony Paid

Please enter the total annual amount of alimony you are required to make. If not applicable, enter zero.

714 Charity/Tithing

Please enter the total amount of all monetary charitable and/or tithing donations that you made for the prior calendar year to organizations recognized as charities by the IRS. If not applicable, enter zero.



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715 Federal Taxes

If you have already filed your federal income tax, please enter your total tax which can be found on line 24 of your Federal Form 1040.

If you have not yet filed your taxes, please check the box, "I have not filed my taxes."

716 State/County/City Taxes

If you have already filed your state, county, and/or city taxes, please enter your total tax. If you have not yet filed your taxes, check the box, "I have not filed my taxes."

717 Medical Expenses

Enter the total amount of all medical expenses that you paid in the prior calendar year. This may include copays, prescriptions, physical exams, glasses, physical or psychological therapy, prosthetics, etc. Do not include any expenses that are covered by insurance. In the space provided, explain what you have included in this number.

718 Other Loan Expenses

Enter the annual amount of any other loan expenses you incur during the year. These may include credit card payments, personal loans, and bank loans that do not use your home equity as collateral. Do not include car payments, your mortgage or any other loans against equity in this field. In the space provided below, explain what you have included in this number.

719 Support of Dependents

Enter the annual amount you pay to support any adult dependents in your home. In the space provided below, please explain what you have included in this number.

720 Child Care Expenses

List your child care expenses. This might include child care, after school programs, camps, lessons, special needs, etc. In the space provided below, explain what you have included in this number.

721 Other Expenses

Enter the annual amount of any other expenses you incur during the year. These might include condo expenses, neighborhood dues, club memberships, etc. In the space provided below, explain what you have included in this number. Do not include car payments, house payments, or credit card payments. Do not include the expenses for food, clothes, or transportation.

722 Optional Further Expense Explanation:

Use this space to clarify any of your answers in the Expense section.

