
THOMAS AQUINAS COLLEGE
NONCUSTODIAL PARENT STATEMENT INSTRUCTIONS
2024-2025
California and New England Campuses

U.S. Student

All forms, including tax returns, are due by March 4, 2024.*

Thomas Aquinas College follows the principle that both parents, regardless of their current marital status, have the primary responsibility for providing for their child's education and should be expected to provide reasonable financial support before College resources are used. This form is used by the College to evaluate the financial strength of the student's noncustodial parent.

For the student to be considered for Thomas Aquinas College's institutionally-funded, need-based aid program, the noncustodial parent must follow these steps:

Step 1: With the student, determine which parent must complete the *Free Application for Federal Student Aid* (FAFSA).

New for the 2024-25 award year, in situations where parents are divorced or separated, the determination of the "parent of record" who completes the **FAFSA** is made in this specific order:

- 1) The "parent of record" is the parent who provided the greater portion of the student's financial support during the 12 months immediately prior to filing the FAFSA, even if the student does not live with that parent.
- 2) If neither parent provided support in the 12-month period in #1, the parent of record is the parent who provided the greater portion of support during the most recent year that the student received financial support from a parent.
- 3) If both parents claim an equal amount of support, then the parent of record is the parent with the greater amount of income and assets.

Step 2: Submit a completed **Noncustodial Parent Statement** (NPS) to the Financial Aid Office.

Thomas Aquinas College requires that the parent with whom the student lived the most in the past 12 months, (the "custodial parent") complete the *Confidential Financial Aid Application* (CFAA) while the other parent (the "noncustodial parent") complete this form, the *Noncustodial Parent Statement* (NPS).

Step 3: Submit a signed copy of the noncustodial parent's (and current spouse's, if remarried) **2022 federal tax return** to the Financial Aid Office at Thomas Aquinas College.

Sign the copy of the tax return (or make a copy of the previously signed return). **Be sure to include:**

- All W-2s;
- All schedules and attachments sent to the IRS; and
- All SSA-1099s (Social Security Benefit Statements) for parents and all dependents within the family (if applicable).

Return the NPS and accompanying tax information to the Financial Aid Office through our secure file portal, or by mail.

Secure File Portal:

<https://www.thomasaquinas.edu/financialaid/fa-upload>

Mailing address:

**THOMAS AQUINAS COLLEGE
FINANCIAL AID OFFICE
10,000 OJAI ROAD
SANTA PAULA, CA 93060**

***Financial Aid Deadlines for Incoming Freshmen:**

Incoming freshmen must submit the NPS and tax information by March 4, 2024 or 15 days after acceptance, whichever is later.

Questions? Contact the Financial Aid Office at (805) 421-5936 or by e-mail at finaid@thomasaquinas.edu.

This page is intentionally blank.

THOMAS AQUINAS COLLEGE
NONCUSTODIAL PARENT STATEMENT
2024-2025
 California and New England Campuses

U.S. Student

Student: _____
First M.I. Last

_____ Street Address

_____ City State Zip Code

Date of Birth: _____

Home Phone: _____

Student's Cell Ph: _____

Student's E-mail: _____

Section A – Purpose of this Form

Thomas Aquinas College recognizes that financial complications may arise in meeting educational costs when parents are divorced or separated. The College believes, however, that parental responsibility for educational costs does not cease upon divorce or separation.

The College expects that a student's parents, even when divorced or separated, will provide funds for educational expenses based on their ability to contribute from their income and assets. Both of the student's parents will be expected to submit financial information and to provide assistance with college expenses based on their *ability* to pay, rather than their *willingness* to pay.

To apply for *federal* assistance, the student completes the *Free Application for Federal Student Aid (FAFSA)* together with the parent (and stepparent, if remarried) who provided the greater portion of the student's financial support during the 12 months immediately prior to filing the FAFSA, even if the student does not live with that parent. These instructions are new for 2024-25. This parent is called the "parent of record."

To apply for *Thomas Aquinas College* assistance, the student completes the *Confidential Financial Aid Application (CFAA)* together with the parent (and stepparent, if remarried) with whom the student lived the

most in the past 12 months. These instructions have not changed from prior years. This parent is called the "custodial parent."

Students who report that their biological or adoptive parents are separated, divorced or were never married, are required to have their noncustodial parent (and stepparent, if the noncustodial parent has remarried) complete this *Noncustodial Parent Statement (NPS)*.

The income and assets of both parents (custodial and noncustodial) are considered when determining a student's eligibility for institutional aid.

Section B – Direct Costs for 2024-2025

Tuition	\$30,200
Housing & Food	\$11,200
Total Direct Costs	\$41,400

Information regarding other indirect expenses, such as book expense, pocket money, etc. can be found on the College's website at <https://www.thomasaquinas.edu/financialaid/cost-attendance>.

Section C – Noncustodial Parent's Proposed Payment toward Tuition and Housing & Food

Thomas Aquinas College receives no campus-based subsidy from Church or State. It relies rather on the good faith effort of its students and their parents to pay as much as they are able toward the cost of the student's education. Students and parents are expected to make a maximum effort to cover the costs of tuition and housing & food from their own resources. Each year the College seeks charitable contributions from individuals and charitable foundations to make up the difference between what families are able to pay and the actual cost of education.

The questions in Section C ask you (and your current spouse if you have remarried) to generously and prayerfully consider how much you are able to pay toward your child's cost of tuition and housing & food at Thomas Aquinas College. The Church urges the Christian faithful to be generous in their support of apostolic works, including Catholic education, and to provide for the sustenance of those who carry out these ministries (cf. Canon Law 222, 800.2). Many families include what they pay toward Catholic education as part of their overall charitable giving. (You cannot deduct tuition payments as a charitable contribution for tax purposes, but the parent who claims the student as a dependent on the

his/her tax return may be eligible for an education tax credit.) In order to maintain fairness and equity, the Financial Aid Office also uses a uniform need-analysis formula to make a more mathematical determination of each family's payment responsibility. If a family's proposal exceeds the figure determined by the need-analysis formula, the Financial Aid Office will gratefully assemble a financial aid package that fits with the family's payment proposal. If, on the other hand, the need-analysis formula indicates a payment that is larger than the family's proposal, the financial aid package will be determined by the need-analysis formula.

1. Noncustodial parent's proposed payment toward tuition and housing & food in 2024-25 \$ _____

The proposal asked for here should not include amounts that the custodial parent plans to contribute, nor should it include amounts the student plans to contribute from his or her summer income or savings. Those amounts will be determined by financial aid forms completed by the custodial parent and the student.

Section D – Noncustodial Parent’s (and Current Spouse’s) Contact Information

2. Student’s noncustodial parent

- a. Name _____ b. Age _____
- c. Street address _____
City, state ZIP code _____
- d. Occupation _____
- e. Employer _____ No. years _____
- f. If unemployed, date unemployment began _____
- g. Home Phone _____
- h. Work Phone _____
- i. Cell Phone _____
- j. Email Address _____
- k. If you have remarried, date of remarriage _____

3. Noncustodial parent’s current spouse (if remarried)

- a. Name _____ b. Age _____
- c. Occupation _____
- d. Employer _____ No. years _____
- e. If unemployed, date unemployment began _____
- f. Work Phone _____
- g. Cell Phone _____
- h. Email Address _____

Section E – Noncustodial Parent’s (and Current Spouse’s) 2023 Income

In this section of the NPS, we ask you to provide information about your (and your current spouse’s) 2023 income. If you are completing this form before December 31, 2023 or before completing your 2023 tax return, please estimate your 2023 income as best you can.

4. **2023 Adjusted Gross Income** Estimated Taken from a completed 2023 tax return \$ _____

5. 2023 untaxed income and benefits (yearly totals)

Common examples:

- (a) Payments to tax-deferred pension and retirement savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on the W-2 Form in Boxes 12a through 12d with codes D, E, F, G, H and S. Don’t include amounts reported with code DD (employer provided health benefits) \$ _____
- (b) IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans \$ _____

Less common examples:

- (c) Tax exempt interest income \$ _____
- (d) Child support received for all children \$ _____
- (e) Untaxed alimony received \$ _____
- (f) Untaxed Social Security benefits received for parents \$ _____
- (g) Untaxed Social Security benefits received for other household members (including the student) \$ _____
- (h) Untaxed portions of IRA distributions \$ _____
- (i) Untaxed portions of pension distributions \$ _____
- (j) Foreign income exclusion (IRS Schedule 1, line 8d) \$ _____
- (k) Foster care or adoption payments received \$ _____
- (l) Supplemental Security Income (SSI) received for parents or other household members, including the student. (SSI is not the same as Social Security. SSI provides minimum basic financial assistance to persons with disabilities, regardless of age, and who have very limited income and resources.) \$ _____
- (m) Temporary Assistance for Needy Families (TANF) \$ _____
- (n) Supplemental Nutrition Assistance Program (SNAP) (formerly called Food Stamps) \$ _____

Continued on next page.

Section E (continued)

Continued from previous page.

- (o) Housing, food and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits)..... \$ _____
- (p) Social Security Disability Insurance (SSDI) received for parents or other household members. (SSDI is not the same as Social Security. SSDI is disability insurance for individuals who are disabled and have a qualifying work history.) \$ _____
- (q) Private disability insurance received for parents or other household members \$ _____
- (r) Veterans noneducation benefits such as Disability, Death Pension, or Dependency and Indemnity Compensation (DIC) \$ _____
- (s) Other untaxed income not reported above such as workers compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, etc. \$ _____

If you want the Financial Aid Office to take into account any decrease in your income in 2023 (compared to income reported on your 2022 tax return which you are submitting as part of this application), you must provide documentation of your decreased income (e.g., a 2023 year-end paystub showing year-to-date income totals).

- 6. **Child support paid in 2023 because of divorce or separation**
(Don't include support for children living in your household.) \$ _____
- 7. **Alimony paid in 2023 because of divorce or separation** \$ _____

Section F – Noncustodial Parent’s (and Current Spouse’s) Projected 2024 Income

8. Do you anticipate that your 2024 gross income (taxable + untaxable income) will be significantly different than it was in 2023 (for example, a new job, retirement, etc.)? We consider a “significant difference” to be a change of 10% or more (plus or minus).

- Yes, my 2024 gross income (taxable + untaxable income) will be significantly different than it was in 2023.
- No, my 2024 gross income (taxable + untaxable income) will not be significantly different than it was in 2023.

If yes, please explain the change and give the approximate dollar amount of your anticipated 2024 gross income (taxable + untaxable income):

Section G – Noncustodial Parent’s (and Current Spouse’s) Assets

Instructions for Section G:

Net worth means the current value, as of today, of rental properties, investments, businesses, and/or investment farms, minus debts related to those same rental properties, investments, businesses, and/or investment farms. When calculating net worth, use 0 for properties or investments with a negative value.

Investments: Investments are reported differently on this *Noncustodial Parent Statement (NPS)* compared to how they are reported on the FAFSA. On this NPS, we ask you to separate out (a) qualified education benefits and education savings plans, and (b) rental properties. Those assets are reported separately on this NPS.

Investments include trust funds, UGMA and UTMA accounts, money market funds, mutual funds, certificates of deposit, stocks, stock options, bonds, other securities, installment and land sale contracts (including mortgages held), commodities, unrented real estate (e.g., vacant land, a second home), etc.

Investments do not include the home in which you live, the value of life insurance, ABLE accounts, retirement plans (401[k] plans, pension funds, annuities, noneducation IRAs, Keogh plans, etc.),

cash, savings, and checking accounts reported in question 9, qualified educational benefits and education savings plans reported in question 11, rental properties reported in question 12.

Investments also do not include UGMA/UTMA accounts for which you are the custodian but not the owner.

Investment value means the current balance or market value of these investments as of today. Investment debt means only those debts that are related to the investments.

Qualified educational benefits and education savings plans (such as 529 college savings plans, or the refund value of 529 prepaid tuition, or Coverdell savings accounts) are reported separately from investments on this NPS. This is different than the way these savings plans and benefits are reported on the FAFSA form. (See the FAFSA instructions for how qualified educational benefits and education savings plans should be reported on that form.)

Rental properties are reported separately from investments on this NPS. This is different than the way these assets are reported on the FAFSA form.

(See the FAFSA instructions for how rental properties should be reported on that form.)

Businesses and investment farms include businesses that you own (including a small or family-run business) or income-producing farms that you own (including the fair market value of land, buildings, livestock, unharvested crops, and machinery actively used in investment farms, agricultural, or commercial activities).

Businesses and investment farms do not include the value of crops that are grown solely for consumption by the student and their family or the home in which you live. If the home in which you live is also located on a farm that you own, do not include the net value of that principal residence in the net value of all farm assets. The principal residence may include the home, structures, and land that are adjacent to the home that are not being used, stored, or sold for farming or other commercial activities.

Questions? If you have any questions about how assets should be reported on this NPS, call the Financial Aid Office at (805) 421-5936 or send an e-mail to finaid@thomasquinas.edu. We will be happy to help you.

9. **As of today, what is parents’ total current balance of cash, savings and checking accounts?** \$ _____
 Do not subtract outstanding credit card balances or other bills, but you can use your cash, savings and checking accounts to pay off those debts before completing this form and, in that way, reduce your reported assets.

10. **As of today, what is the net worth of the parents’ investments excluding** \$ _____
(a) qualified education benefits and education savings plans (These are reported in question 11.)
(b) rental properties (These are reported in question 12.)
 See the instructions above for what should be included as an investment asset on this form.
 Net worth is the value of the investments minus any debts owed against them.
 The home in which you live is never reported as an investment asset on this form or on the FAFSA.

11. **As of today, what is the value of qualified education benefits and education savings plans**
 (e.g., Coverdell savings accounts, 529 college savings plans and the refund value of 529 prepaid tuition plans)?

Qualified education benefits and savings plans owned by the student \$ _____

Qualified education benefits and savings plans owned by the noncustodial parent(s) for the student \$ _____

Qualified education benefits and savings plans owned by the noncustodial parent(s) for other family members besides the student \$ _____

12. **As of today, what is the net worth of the parents’ rental properties?** \$ _____
 Net worth is the value of the rental property minus any debts owed against them.

13. **As of today, what is the net worth of the parents’ businesses and investment farms?** \$ _____
 Net worth is the value of the businesses or farms minus any debts owed against them.

	What is it worth today?	What is owed on it?	What is your monthly mortgage payment**?
14. a. If you own your home:	\$ _____	\$ _____	\$ _____ *PITI (Principal + Interest + Property Taxes + Homeowner’s Insurance)
b. If you rent your home, what is your monthly rent?:	\$ _____		
c. If someone else is providing you with housing, please explain:	_____		

15. **Current value of parents’ qualified retirement accounts and the cash value of life insurance** \$ _____
 Qualified retirement plan accounts include accounts such as 401(k), 403(b), 457, annuities, traditional IRAs, Roth IRAs, Roth 401(k), SEP SIMPLE and Keogh plans.

Section H – 2024-25 Family Member List and School List

Please read these instructions in their entirety before completing the table shown below. These instructions for defining family size are not the same as those found on the FAFSA.

16. List the name, age and relationship to the student applicant of the family members in your (the noncustodial parent’s) household.

Include:

- The student applicant, even if he does not live with you.
- You (the noncustodial parent) and your current spouse if you have remarried.
- Children for whom you will provide more than half of their support from July 1, 2024, through June 30, 2025.
(Typically foster children do not count in household size as their costs are covered by foster care payments.)
- Your unborn child if that child will be born by June 30, 2025 and you will provide more than half of the child’s support from birth through June 30, 2025. (If there is a medical determination of a multiple birth, then all expected children can be included.)
- Other people if they now live with you and receive more than half of their support from you at the time of this application and will continue to receive that support through June 30, 2025.

To determine whether to include children in the household size, the “support” test is used (rather than a residency requirement) because there may be situations in which a parent supports a child who does not live with the parent. In such cases, the parent who provides more than half of the child’s support may claim the child in his or her household size. It does not matter which parent claims the child as a dependent for tax purposes.

Support includes money, gifts, loans, housing, food, clothes, car payments or expenses, medical and dental care, and payment of school costs. If you receive benefits such as Social Security or Temporary Assistance for Needy Families (TANF) payments, in the child’s name, these benefits ought to be counted as parental support of the child.

If there are more family members than rows available, list the others in Section J.

If any of these family members will attend elementary or secondary school (including homeschool) in 2024-25, please provide the name of the school in the appropriate column. Report their expenses in Section J.

If any of these family members will attend college at least half-time in 2024-25, please provide the full name of the college (not an abbreviation) in the appropriate column. Indicate whether the student will be attending college full-time or half-time in 2024-25.

Family List in 2024-25			Anticipated 2024-25 School / College		
Full Name (See directions above for who should be included.)	Relationship (e.g., mother, father, sister, brother, etc.)	Date of Birth: Month and Year (mm/yyyy)	Grade Level in 2024-25	Name of Elementary School, Secondary School or College that the family member will attend in 2024-25	If the family member will be attending college in 2024-25, will he/she attend full-time or half-time?
1. The student applicant	Self			Thomas Aquinas College	<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Half-time
2.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
3.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
4.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
5.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
6.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
7.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
8.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
9.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
10.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
11.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
12.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
13.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
14.					<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time

Section I – Noncustodial Parent’s (and Current Spouse’s) Special Circumstances (OPTIONAL)

This section is **OPTIONAL**.

This section asks about special circumstances which may impact a family’s ability to pay for college. If you wish to have these circumstances taken into consideration when determining your son’s or daughter’s eligibility for need-based financial aid, please answer the questions listed in this section. As always, all information reported to the Financial Aid Office is kept in the strictest confidence. If you prefer not to complete this section, skip to Section J.

17. Expenses for Elementary and Secondary School (including Homeschool)	2023-24 School Year (07/01/23 – 06/30/24)	Expected in 2024-25 School Year (07/01/24 – 06/30/25)
a. Tuition/fees (net of any financial aid)	\$ _____	\$ _____
Include tuition/fees paid to homeschool oversight schools.		
b. Books and supplies	\$ _____	\$ _____
c. Other school-related expenses (e.g. tutors, music lessons, athletics, etc.)		
Use Section J if additional space is needed.		
Item: _____	\$ _____	\$ _____
Item: _____	\$ _____	\$ _____
Item: _____	\$ _____	\$ _____

18. Annual medical, dental and vision expenses NOT covered by insurance	2023 (Jan. 1 – Dec. 31)	Expected in 2024 (Jan. 1 – Dec. 31)
.....	\$ _____	\$ _____
<ul style="list-style-type: none"> • Medical and dental expenses are taken into account only if they exceed 5% of gross income. • You may include the cost orthodontia payments that are not covered by insurance. • Do not include amounts paid with employer-paid or employee-paid contributions to a Health Savings Account, or amounts paid through pre-tax cafeteria plans (e.g. Section 125 plans) since these amounts have already been deducted from your reportable income. • You may include the cost of your health insurance if you pay for your health insurance with <u>after-tax</u> dollars. • <u>You must attach substantiating documentation or this special circumstance will not be taken into account.</u> 		

19. Repayment of parents’ education loans	\$ _____	\$ _____
For <u>parent</u> to attend college. <u>You must attach substantiating documentation of the minimum required monthly payments and the current loan balance or this special circumstance will not be taken into account.</u>		

20. Support of extended family members not included in Section H	\$ _____	\$ _____
<u>Explain in Section J.</u>		

21. Nondiscretionary debt
 Examples of a “nondiscretionary debt” would be a debt incurred for a medical procedure in a prior year or a debt to cover basic living expenses while unemployed. Do not include home mortgage loans, vehicle loans or parents’ education loans. You must attach substantiating documentation of the minimum required payments and the current balance or this will not be taken into account. Use Section J if additional space is needed.

Reason for incurring debt: _____	\$ _____	\$ _____
	(min req’d annual pmts)	(min req’d annual pmts)
Balance as of today: \$ _____		
Reason for incurring debt: _____	\$ _____	\$ _____
	(min req’d annual pmts)	(min req’d annual pmts)
Balance as of today: \$ _____		

Section J– Explanations / Special Circumstances (Use an extra sheet of paper if more space is needed.)

Section K – Certification

Parent's Certification: By typing my name below, I certify that all the information on this form is true and complete to the best of my knowledge. I understand that the deliberate inclusion of false or misleading information will result in the loss of eligibility for institutional aid. If asked, I agree to give proof of the information that I have given on this form. I certify that all information is correct at this time, and that I will send timely notice of any significant changes in family income or assets, financial situation, college plans of other children.

By typing your name below, you agree to the above certifications.

Noncustodial parent's certification (Type first and last name.)

Date (mm/dd/yyyy)

Return this PDF and any attachments to the Financial Aid Office through our secure file portal, or return the form by mail.

Secure File Portal:

<https://www.thomasaquinas.edu/financialaid/fa-upload>

Mailing address:

**THOMAS AQUINAS COLLEGE
FINANCIAL AID OFFICE
10,000 OJAI ROAD
SANTA PAULA, CA 93060**

QUESTIONS? Contact the Financial Aid Office at (805) 421-5936 or by e-mail at finaid@thomasaquinas.edu.