

Student Certification

Purpose: All RD/HUD households **must** complete this form unless the Commission's forms such as the *Resident Eligibility Application (REA)* are being used.. For straight tax credit properties this form only needs to be completed when all household members are or will be students to show that they are eligible for the program under certain criteria.

Note: See **Chapter 2** of the *Tax Credit Compliance Procedures Manual* and Frequently Asked Questions on our website for more information about the definition of a fulltime student.

Special Mention:

- ▶ To verify past participation in foster care the Owner must obtain written verification from a state foster care administrative entity (DSHS in Washington State) that the student was previously in a foster care program. Washington State DSHS has informed us that residents could obtain this information with a Social Security number. If the Owner agent is unable to obtain written verification directly from DSHS, the Commission will allow copies of documentation directly from the resident as proof of this exception to the fulltime student rule.
- ▶ A *Student Status Verification* form is available to send to education institutions to determine if an individual is a fulltime student.

Specific Instructions:

1. Enter property name and unit number.
2. Enter applicant's/resident's name.
3. Applicant/resident checks A, B, or C.
4. Applicant/resident checks appropriate "Yes" or "No" box for each exemption category; you will need to attach documentation when required.
5. Head of Household signs and dates form.

