



HEOP DOCUMENT CHECKLIST

Consideration for the Seton College at UMSV Higher Education Opportunity Program is dependent upon students meeting all eligibility requirements, including, but not limited to, financial income criteria as established by New York State. To confirm your economic eligibility, you must submit the following financial documentation:

- ___ **UMSV EZ Pre-Screen Eligibility Worksheet (enclosed).** This document must be signed by both the student and a parent/guardian. Please be sure to answer every question on this form. Incomplete forms cannot be considered or reviewed. If the answer to any question is 'Yes,' documentation must be provided (i.e. Social Security benefits statement, SNAP letter, Public Assistance, etc.).
- ___ **Copy of 2023 NYS Tax Return (if filed).** If 2024 NYS tax returns are available, please submit them as well. If your family did not file taxes in 2023, please provide proof of non-filer status and alternative proof of income.
- ___ **All corresponding W-2 and 1040 forms for 2023.** Income earned from work listed on the enclosed worksheet must match the income on the corresponding W-2 form.
- ___ **2023 IRS Tax Transcript.** This may be requested online at irs.gov or by calling 800.908.9946. Please note it may take 10-14 business days for the transcript to be sent to you via mail if you filed taxes electronically. If you filed a paper tax return, it may take 4-6 weeks. Be sure to allow yourself sufficient time to collect this documentation to meet the March 29 deadline.
- ___ **Confirmation of FAFSA filing.**

Important: The 2025-26 Free Application for Federal Student Aid (FAFSA) is required to be submitted.

Please complete the FAFSA at studentaid.gov using Mount Saint Vincent's school code 002703 as soon as possible after it is released. We cannot offer admission to the HEOP program until we receive both your 2025-26 FAFSA and your NYS TAP (Tuition Assistance Program) application. The TAP application should be submitted using school code 0130.

Please read all instructions carefully and complete the attached Pre-Screen worksheet as requested. Incomplete files will delay admission to Seton College at UMSV. If you have specific questions regarding financial eligibility, please contact the Office of Financial Aid at financialaid@umsv.edu.

All documents should be uploaded to your student portal.

They may also be mailed to:

Seton College
University of Mount Saint Vincent
6301 Riverdale Avenue
Riverdale, NY 10471

UMSV HEOP EZ PRE-SCREEN ELIGIBILITY WORKSHEET

Applicant Name: _____

Address: _____ Phone: _____ Primary Email: _____

Please answer all questions below. Incomplete worksheets will not be considered.

1. Total number of people living in your household, including yourself. Please list the name, age, and relationship to you of all members of your household:

Full Name of Person (Including Yourself)	Age	Relationship to you (Self)	Employed (Y/N)	Attending College (Y/N)
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____
7. _____	_____	_____	_____	_____
8. _____	_____	_____	_____	_____

Enclose Additional Sheet listing household members in excess of 8 people

2. Parents' Marital Status (Check One): Married Divorced Separated Never Married Widowed Legal Guardian(s)

3. Parent 1 Total Income from Work in 2023 (if available): \$ _____

4. Parent 2 Total Income from Work in 2023 (if available): \$ _____

(Incomes from work for each year must match income reported on corresponding W-2 form(s))

5. Does anyone in your household receive child support? Yes No **Documentation Required*

If YES, what was the total amount received for ALL children in the household in 2024? \$ _____

If YES, what was the total amount received for ALL children in the household in 2023? \$ _____

6. Did you or your family receive Public Assistance from Social Services in 2023 or 2024? Yes No

If YES, check all that apply: Food Stamps Rent/Public Housing Medical Other

7. Did you or any member of your family receive Social Security benefits in 2023 or 2024? Yes* No*

**Documentation Required*

Total amount received in 2023: \$ _____ Total Amount received in 2024: \$ _____

8. Are there any special circumstances you wish to share regarding your financial situation?

Yes* No **If yes, please attach additional sheet with details regarding the special circumstances.*

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Please return completed forms and all supporting documents to:

Seton College at UMSV
Attention: Infité Henry
6301 Riverdale Avenue
Riverdale, NY 10471

Questions:

Email: infinite.henry@umsv.edu
Phone: 718.405.3438

WHAT IS THE HIGHER EDUCATION OPPORTUNITY PROGRAM?

The Arthur O. Eve Higher Education Opportunity Program (HEOP) is a partnership between the University of Mount Saint Vincent and the New York State Education Department (NYSED). This program is designed for students who have the potential and drive to further their education, but, due to limited academic and financial resources, would not otherwise have the opportunity to attend college. The goal of HEOP is to retain and graduate promising students who will succeed at the college level and beyond.

Economic Eligibility Criteria

To be considered for the Arthur O. Eve Higher Education Opportunity Program, the applicant's family income must fall within the ranges provided in the following chart:

Number in Household (Including Yourself)	Total Annual Income for Previous Calendar Year
1	\$27,861
2	\$37,814
3	\$47,767
4	\$57,720
5	\$67,673
6	\$77,626
7	\$87,579
8	\$97,532

*For households in excess of 8 people, add an additional \$9,953 for each household member

Exceptions to the economic guidelines can be made if the applicant falls into one of the following categories, and proper documentation can be submitted:

- The student is living with foster parents who do not provide support for college, and no money is provided by the birth parents.
- The student is a ward of the state or county.
- The student and/or student's family receives public assistance.

If you believe your family **does not** meet the economic criteria for HEOP listed above, please contact Infité Henry at infinite.henry@umsv.edu to request that your application be re-evaluated for regular admission.