

# Data Form for College Planning

## General Information

### Student Information

1. Student's Name: (Optional – only used in report generation) \_\_\_\_\_
2. Student's State of Legal Residence: \_\_ \_
3. Birth date of student (MM/DD/YY): \_\_\_\_/\_\_\_\_/\_\_\_\_
4. How many years until student enters college? \_\_\_\_\_
5. Student's grade for 2016/2017 school year? \_\_\_\_\_
6. Student's GPA: \_\_\_\_\_
7. Student's SAT score: \_\_\_\_\_

### Family Information

1. Family size: \_\_\_\_\_  
(How many people live in your household including the student?)
2. How many IRS tax exemptions were claimed last year? \_\_\_\_\_ (Form 1040, line 6D)
3. How many children will be in college, at least ½ time, when student begins college: \_\_\_\_\_
4. Are or will your children attend private elementary/secondary school(s): Y/N
5. When student is in college, will you be incurring private secondary school expenses? Y / N
8. Age of the oldest parent: \_\_\_\_\_
9. Tax return filed: (a) Single (b) Married filing jointly
10. Parents' marital status: (a) married (b) separated (c) divorced (d) single  
If divorced or separated, enter the amount of child support paid last year: \_\_\_\_\_

**Note for divorced parents** – In the following sections, if the parents of the student are divorced and remarried, include information for the custodial parent (The parent with whom the child lived the most during the past 12 months– even if parents have joint custody) **and the stepparent**. If the parents are not remarried, only include information for custodial parent.

## Parents' Compensation and Related Information

### Income Sources

	Parent	Spouse	IRS 1040 line
1. Total W-2 gross wages:	_____	_____	line 7
2. Self-employment (business/farm) income: (note – if appropriate also include Box 14 (Code A) of IRS Schedule K-1)	_____	_____	lines 12 + 18
3. Adjusted Gross Income (AGI):	_____	_____	line 37
4. Federal Income tax:	_____	_____	line 56
5. Is either parent an executive?		Y / N	
6. Does either parent expect a significant increase in salary or a bonus?		Y / N	
7. Does either employer offer a stock option program?		Y / N	
8. Does either employer pay for work related expenses such as travel, meals, items purchased for work, etc.?		Y / N	
9. Does either employer offer a SECTION 125 (Cafeteria) plan?		Y / N	
10. Are the parents eligible to file an IRS Form 1040A or 1040EZ?		Y / N	

### Special Income/Losses

1. Did you have extraordinary income or loss (bonus, unemployment, etc.) during the year? Y / N  
Total (for loss use - ): \_\_\_\_\_
2. Did you have any extraordinary expenses (medical, business, etc.) during the year? Y / N

Total: \_\_\_\_\_

3. Total non-reimbursed medical expenses (include premiums, co-pay etc.): \_\_\_\_\_

### Other Taxable, Untaxed and Tax-Deferred Income

	<b>Parent and Spouse</b>	<b>IRS 1040 line</b>
1. Taxable interest income	_____	<b>line 8a</b>
2. Dividend income	_____	<b>line 9a</b>
3. Other taxable income	_____	<b>line 21</b>
4. Taxable refunds	_____	<b>line 10</b>
5. Alimony received	_____	<b>line 11</b>
6. Capital gain (loss)	_____	<b>line 13 (use - sign to enter loss)</b>
7. Taxable IRA distribution	_____	<b>line 15b</b>
8. Taxable pension/Annuity distribution _____	_____	<b>line 16b</b>
9. Real estate/Schedule E income (loss ) _____	_____	<b>line 17 (use - sign to enter loss)</b>

### Tax-deferred and Untaxed Income (see below for description and explanation)

Total: \_\_\_\_\_

Sum each of the following amounts that apply to your situation and enter the total above:

**Payments to Tax-Deferred Pensions and Savings Plans:** Include amounts paid directly or withheld from earnings. Include amounts reported on the W-2 Form in boxes 12a through 12d, codes D, E, F, G, H, and S.

**Deductions for Qualified Retirement Plans:** Include IRA deductions and payments to self-employed SEP, SIMPLE, Keogh, and other qualified plans

**Child Support Received:** Include child support received for all children. Don't include foster care or adoption payments

**Tax Exempt Interest Income**

**Foreign Income Exclusion**

**Untaxed Portions of IRA Distributions:** Exclude rollovers. If negative, enter a zero

**Untaxed Portions of Pensions:** Exclude rollovers. If negative, enter a zero

**Credit for Federal Tax on Special Fuels**

**Housing, Food, and Other Living Allowances:** Include housing, food, and other living allowances paid to members of the military, clergy, and others. Include cash payments and cash value of benefits, including in-kind benefits.

**Veterans' Non-education Benefit:** Include Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.

**Other Untaxed Income and Benefits:** Include any other untaxed income or benefits. Include worker's compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, disability, etc.

Do not include student aid, Workforce Investment Act educational benefits, or benefits from flexible spending arrangements (e.g., cafeteria plans)

**Cash Received:** Include cash received, or any money paid on your behalf, not reported elsewhere on this form

## Parents' Assets

**Note** –With respect to the assets listed below, you will be asked for the total amount of the asset and for some, the amount of the assets available for college funding for the student in question. If you have more than one child, the assets may be allocated for more than one child. On this form, where the question asks “Dollar amount allocated for college for student in question,” only include the amount for the student for whom the report is being generated.

### General Assets

	<b>NET VALUE</b>
1. Savings/Money Market/CD's:	_____
Dollar amount allocated for college for student in question:	_____
2. Checking:	_____
3. Stocks (total):	_____
Dollar amount allocated for college for student in question:	_____
Total value of stocks which if sold today would yield a capital loss:	_____
4. Bonds (Include ALL bonds):	_____

- \_\_\_ EE bonds issued after 1989  
 Dollar amount allocated for college for student in question: \_\_\_\_\_
- \_\_\_ I Bonds  
 Dollar amount allocated for college for student in question: \_\_\_\_\_
- \_\_\_ H Bonds  
 Dollar amount allocated for college for student in question: \_\_\_\_\_
- \_\_\_ Other series  
 Dollar amount allocated for college for student in question: \_\_\_\_\_
5. Mutual Funds:  
 Dollar amount allocated for college for student in question: \_\_\_\_\_
6. Coverdell Education Savings Account (formerly Education IRA)  
 Dollar amount allocated for college for student in question: \_\_\_\_\_
7. 529 College Savings Plans:  
 Dollar amount allocated for college for student in question: \_\_\_\_\_
8. 529 Pre-paid tuition Plans:  
 Dollar amount allocated for college for student in question: \_\_\_\_\_
9. Annuities: \_\_\_\_\_
10. Other Investments: (exclude real estate which will be listed later): \_\_\_\_\_
11. Trust Funds (in name of parent(s) only ) \_\_\_\_\_
12. Are you interested in learning about how trusts can help you with college-funding and estate planning?  
 Y / N
- If yes:  
 Do you have an interest in providing for a charity while retaining income on the gift during your life to provide for college needs? Y / N  
 Are you willing to gift to your child now as a minor and retain control on the assets until they reach the age of majority? Y / N  
 Would you like to gift assets to your children, with income rights to the assets during your lifetime? Y / N  
 Would you like to make provisions for your minor children in your will in the event of your premature death? Y / N  
 If you were planning to change residences upon retirement and own your home outright, would you consider utilizing your home in a trust strategy to benefit your children and your estate? Y / N
13. How would you describe your investing philosophy? Growth / Conservative
14. Are you interested in removing assets from your estate that will appreciate in value? Y / N

### Retirement Accounts

	PARENT	SPOUSE
Traditional IRA Balance	_____	_____
Amount contributed last year:	_____	_____
SIMPLE IRA	_____	_____
SEP	_____	_____
ROTH IRA	_____	_____
Amount contributed last year:	_____	_____
Company retirement account balance:	_____	_____
Are you contributing the max amount?	Y / N	Y / N
Stock Purchase / Incentive	_____	_____

1. Does your retirement plan include highly appreciated employer stock? Y / N
2. Does your employer provide for a non-qualified deferred compensation plan? Y / N
3. Does your employer provide for a deferred compensation plan? Y / N

## Home Ownership/Other Real Estate

1. Do you own a home? Y / N

	VALUE	DEBT
Current residence value:	_____	_____
Year purchased: _____		
Purchase price: _____		

Are you planning any major purchases or home improvements? Y/N

## Other Real Estate

	VALUE	DEBT
Current value:	_____	_____

## Insurance

1. Does parent own a life insurance policy outside of any company provided benefit? Y / N

Parent		
Death Benefit	Cash Value	Type*

\*For TYPE, enter one of the following: Whole Life Insurance, Universal Life Insurance, Variable Universal Life Insurance, and Term Life Insurance

2. Does spouse own a life insurance policy outside of any company provided benefit? Y / N

Spouse		
Death Benefit	Cash Value	Type*

For TYPE, enter one of the following: Whole Life Insurance, Universal Life Insurance, Variable Universal Life Insurance, and Term Life Insurance

- |   |       |
|---|-------|
| 3. Does either spouse have a disability insurance policy through self-employment or employer? | Y / N |
| 4. Is either spouse chronically or terminally ill?  | Y / N |
| 5. Do grandparents incur high medical expenses?   | Y / N |
| 6. Do you have a sick relative or a relative in a nursing home?                               | Y / N |

## Business Ownership

Do you own a business? Y / N

Net value: \_\_\_\_\_

(Enter the value of your share of any businesses in which you have an interest)

Type: S Corp, C Corp, LLC, LLP, SP, Partnership

1. Do you have more than 100 full-time employees? Y/N
2. Did your business incur "losses" last year? Y / N  
If yes, how much? \_\_\_\_\_  
Are you expecting to receive bonuses during the college years? Y / N  
Would you be willing to defer some (or all) bonuses outside the college years if it could decrease your out-of-pocket college expenses? Y / N  
How much each year? \_\_\_\_\_  
Would you be willing to defer income outside the college years if it could decrease your out-of-pocket college expenses? Y / N  
How much each year? \_\_\_\_\_

Does your business:

1. Have employees outside your family members? Y / N
2. Have a medical reimbursement plan? Y / N  
What were your total medical expenses last year including premiums and out-of-pocket expenses? \_\_\_\_\_
3. Do you have income-producing property (office, vehicle, etc.) that has been fully depreciated? Y / N
4. Currently employ your student? Y / N  
If no, would you consider hiring the student if it would enhance the strategies available to you? Y/N
5. Have a retirement plan? Y / N
6. Does your business plan a capital purchase in the near future? Y / N

## Farm Ownership

Do you own a farm? Y / N

1. Investment farm (net value): \_\_\_\_\_  
(Enter the net value of your share of any investment farm(s) in which you have an interest)
2. Family farm (net value): \_\_\_\_\_  
(The market value of only business portion of farm. Do not include the value of the farm if it is the primary place of residence and the family materially participates in the operation of the farm)
3. Is this a working farm? Y / N  
Does the farm sell agricultural commodities? Y / N

## Parents' College Savings

1. How much are you able to allocate out of monthly cash flow for college savings/costs? \_\_\_\_\_
2. Are you considering gifting money to your child to help pay for college? Y / N  
Are you interested in gifting more than the \$14,000 (\$28,000 for joint gifts) maximum? Y / N  
How much would you be willing to gift? (Don't exceed \$140,000 if joint tax-filer or \$70,000 for single tax-filer) \_\_\_\_\_
3. Are you interested in learning about ways to pay for college that will help you to reduce your taxable estate? Y / N  
Are you interested in immediately (within next 2-4 years) reducing you taxable estate? Y / N
4. Are you considering gifts to charities in the near future? Y / N

- |  |       |
|--|-------|
| 5. Do grandparents have an interest in helping with college expenses?    | Y / N |
| 6. Do grandparents have a charitable intent?                             | Y / N |
| 7. Would you consider loaning money to the student to pay college costs? | Y / N |

## Student Income & Assets

### Income

1. W-2 Wages earned (Earned Income): \_\_\_\_\_  
(If student is in college now, do NOT enter Work-Study income here)
2. Adjusted Gross Income (AGI): \_\_\_\_\_  
(Do not include annuities, life insurance, or retirement accounts)
3. Untaxed Income (same rules as for parents): \_\_\_\_\_
4. Federal Tax paid: \_\_\_\_\_

### Assets

- |   | Net Value |
|---|-----------|
| 1. Cash/Checking/Savings:   | _____     |
| 2. Real Estate:   | _____     |
| 3. Investments:<br>(Do not include annuities, life insurance, or retirement accounts)   | _____     |
| 4. Net home equity:   | _____     |
| 5. Net worth of student's business/investment farm:<br>(Enter the value, less debt, of your portion of any business(es)<br>or Investment Farm(s) you own)   | _____     |
| 6. Trusts (Include UTMA/UGMA): _____<br>Will student gain control of trust before January of senior year in high school? Y / N  | _____     |
| 7. Total value of siblings' Assets<br>Report the total value of parental assets held by the student's parents in the names of the student's siblings who are under age 19 and not enrolled in college. This includes funds in custodial accounts, Uniform Gifts to Minors accounts, or any other savings and investment accounts. Do not include funds held in Section 529 college savings or pre-paid tuition plans. Only include parental assets held in the sibling's names, not assets actually owned by the siblings | _____     |
| 8. Has student been selected for any scholarships or awards? Amount: _____  |           |

## School Selection

List the location and name of the schools you would like to evaluate

1. State \_\_\_\_\_ School Name \_\_\_\_\_
2. State \_\_\_\_\_ School Name \_\_\_\_\_
3. State \_\_\_\_\_ School Name \_\_\_\_\_