

Public Benefits Screening Form

Purpose of the Tool

Benefits access programs often utilize a questionnaire during the new student intake process. Students are prompted to fill out several basic questions that provide college staff with indicators of whether or not they may qualify for public benefits assistance.

Though it is optimal for financial aid offices to direct students to the benefits access office directly, staff members must collect more detailed information from students about their financial and family situation to flag potentially eligible students. These questionnaires should be no longer than one page, so as not to deter students from completing the form.

The following questionnaire is an adaptation of several benefits screening forms from colleges profiled in this study.

Benefits Screening Form

Date: _____

First Name: _____ Middle: _____ Last Name: _____

Address: _____

Unit # City State Zip

Student ID: _____

Email: _____ Phone: _____

Gender: M or F Marital Status: _____ DOB: ____/____/____

Military Service: Active Duty Veteran Never Served

Are you married to, or the dependent of, someone in the military? Yes No

Do you receive financial aid? Describe: _____

Number of semesters completed: _____

Do you need help with groceries? Yes No

Are you currently working at least 20 hours per week? Yes No

Do you or any member of your family need health insurance? Yes No

Please list any benefits (e.g., WIC, SNAP) you are currently receiving: _____

Please check next to any services which you may be interested in receiving or learning more about:

Legal services____ Health screening services____

Filing taxes____ Child care____

Include any additional services offered to students in this space