

## Document Checklist

In order to determine your eligibility for the Arthur O. Eve Higher Education Opportunity Program at Daemen College, the items listed below are required.

- HEOP Data Form (enclosed)
- Documentation of ALL household income for 2019 (acceptable documents include: Federal IRS Form 1040 with all signatures – first two pages only, W-2 Form(s), 4506T Tax Form, Social Service documentation - *form enclosed*, Supplemental Security documentation- *form enclosed*, unemployment compensation, disability payments, child support, alimony, or any other income).
- A copy of your completed Free Application for Federal Student Aid (FAFSA).  
Daemen College code is: **002808**
- Two letters of recommendation specific to HEOP (teachers, guidance counselors, employers, or clergy)
- A brief essay answering ONE of the following prompts:
  - » What do you see as the greatest threat to America today?
  - » What advice would you offer a student just beginning their high school career?
  - » What do you consider to be the best advice you ever received? Who gave you that advice and do/did you follow that advice or not?
- Official High School Transcript (Do not send if already submitted to Daemen College, Office of Admissions.)
- Copy of your SAT or ACT scores (if available).

Please submit all materials to:

Daemen College / Arthur O. Eve HEOP Office  
4380 Main Street  
Amherst, NY 14226

Secure Submission portal: [www.daemen.edu/heop](http://www.daemen.edu/heop)  
FAX: (716) 566-7839  
Email: [heop@daemen.edu](mailto:heop@daemen.edu)

If you have any questions regarding this information, please feel free to contact the Arthur O. Eve Higher Education Opportunity Program at (716) 839-8249.