

Step Two: Income information

- **Independent Students-Complete this portion with information for yourself and your spouse.**
- **Dependent Students- Complete this portion with information for the parents you lived with.**

1. Federal Tax Information: When was the last time a joint tax return was filed?

Have Never Filed Joint Tax Return Tax Year 2008 Tax Year 2009 Other Year _____ (Specify)

2. Benefits received since separation from spouse:

Have you received Child Support or TANF since separation? Yes No

If Yes, how much per month? _____ Beginning date: _____

Source: _____

Provide proof of assistance received.

3. What are the average monthly rent /mortgage and utility amounts? _____

Do you receive assistance in making these payments: Yes No

Who do you receive assistance from? _____

Provide proof of assistance received.

STEP THREE: Documentation (please attach the following)

- REFERENCE LETTERS:** If you do not have a court date for the divorce proceedings **or** are not pursuing a divorce at this time, you must still provide evidence of your separation. You must attach a statement which confirms your separation claim from a third party (not a relative or a friend) who can endorse your statement in their professional capacity on their business letterhead. For example, your pastor, your marriage counselor, landlord or your attorney can provide such a letter. A notarized letter on your behalf is **not** acceptable evidence.
- Provide tax returns and all W-2's
- Special documentation: As requested by the Student Financial Services Office. (The Office of Financial Aid may require additional info
- If there is conflicting information in your file, a separation status will not be considered.

By signing this form, you agree to provide information that will verify the accuracy of your information, if requested. If you purposely give false or misleading information, you will be referred to the Department of Education Inspector General. If you purposely give false or misleading information in order to qualify for Title IV funds, you may be fined \$20,000, sent to prison or both. If there is conflicting information in your file, a separation status will not be considered.

Student Signature

Date

Parent Signature

Date

FOR OFFICE USE ONLY:

Last year's information: Student's dependent status: _____

If dependent, which parent's information was reported? _____

Marital status reported last year: _____ Date of separation: _____

What supporting documentation was provided? _____

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