

2008-2009 SEPARATION VERIFICATION FORM

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STUDENT: _____ Student ID: _____
 Last Name, First Name

Please print in ink or type the answers on this form. This form is part of your financial aid application.

If you are a dependent student, write the name and social security number of the parent whose information you used to complete your application:

NAME: _____ SSN: _____

Dependent student: On your financial aid application you indicate your parents (step-parents) are separated, but not divorced. Answer the following questions from YOUR parents' point of reference regarding the marital status. The parent whose information you used to complete your financial aid application should complete this form.

NOTE: If you applied for financial aid last year indicating separated marital status for either yourself or your parents, provide legal court documents for divorce proceedings. If you did not, proceed to answer the questions below. If after reviewing your file, we notice you are still filing separate, we will be requesting updated status on the marital status along with current legal documents.

Independent student: On your financial aid application, you indicated you are separated, but not divorced. Please answer the following questions regarding your marital status.

1. Spouse's legal name: _____ SSN: _____
2. Spouse's current residential address: _____
3. Spouse's employer's name and address: _____
4. Date of Marriage: _____ Date of Separation: _____
 mm/dd/yy mm/dd/yy
5. Federal Tax Information: When was the last time you and your spouse filed a joint tax return:
 [Check One] ___ Tax Year 2005 ___ Tax Year 2006 ___ Other Year (Specify) ___ Never Filed Joint
6. Benefits Received: Since your separation do you receive child support or TANF? ___ Yes ___ No
7. What are the monthly rent/mortgage and utilities amounts? _____ Who pays for this? _____
8. Divorce Intentions: Do you intend to proceed with the divorce? ___ Yes ___ No
 If yes, proceed to question 9. If no, skip question 9 and go to question 10.
9. Court date: Do you have a court appearance date for the divorce proceedings? ___ Yes ___ No
 If yes, provide our office with a copy of the court document submitted. If No, provide a letter from the attorney representing you for the divorce proceedings.
10. **REFERENCE LETTERS:** If you do not have a court date for the divorce proceedings or are not pursuing a divorce at this time, and you still want to provide evidence of your separation, you must attach a statement which confirms your separation claim from a third party (not a relative nor a friend) on their letter head who can endorse your statement in their professional capacity. For example, your pastor, your marriage counselor, or your attorney can provide such a letter. If you do not provide this necessary letter, you will be required to provide your spouse's information.

11. **TESTIMONIALS:** Provide a list of three people (name, address, office phone number) other than relatives that know of your marital situation.

1. _____

2. _____

3. _____

12. Provide W-2's along with the required documents. W-2's are required in order to continue processing your file.

13. Special documentation: As requested by Student Financial Services Offices.

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 Inspector General. If you purposely give false or misleading information in order to qualify for Title IV funds, you may be fined \$10,000, sent to prison or both.

STUDENT'S SIGNATURE: _____ **DATE:** _____

PARENT'S SIGNATURE: _____ **DATE:** _____

As per HB 1922 (Subtitle A, Title 5, Government Code, Chapter 559), it is the policy of the state that an individual is entitled, on request, to receive, review and/or correct any information about the individual, which has been submitted to TSTC, with few exceptions. The information that TSTC collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et seq. of the Texas Government Code) and rules.

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? _____

Was the separation approved? _____

Approved _____ **Disapproved** _____ **Additional Info. Requested** _____

Committee's Initials: _____ Date: _____