

Georgia College & State University

REQUEST OF DOCUMENTATION EXPLANATION 2008/2009

This list is provided as an explanation of various tracking documents, which may be requested by the Financial Aid Office. PLEASE REFER TO THE LETTER YOU RECEIVED VIA US MAIL FOR ACTUAL DOCUMENTS, which must be supplied to our office in order to continue processing your application for Academic Year 2008/2009

AFDC STATEMENT OF BENEFITS 2007	A Statement from the Department of Family and Children Services which shows your and your family's total benefits for Calendar Year 2007.
ALIEN REGISTRATION	A copy of applicable registration (I-151, or I-551, I-151C, I-797 with approved immigrant visa, I-64 or I-668). <u>If you are a US Citizen, provide a copy of your birth certificate. If you are a Naturalized Citizen, provide copy of citizenship papers.</u>
BIRTH CERTIFICATE OF DEPENDENT CHILD	A copy of your dependent child's birth certificate.
DRUG REHABILITATION DOCUMENTATION	A signed and dated written statement indicating that you have completed an acceptable drug rehabilitation program since your last conviction.
DRUG WORKSHEET	The GCSU Financial Aid Office provides this federal form.
GSFAPPS (HOPE Scholarship & Grant Application)	Students who are interested in receiving the HOPE Scholarship only , may apply using this form in place of the Free Application for Federal Student Aid (FAFSA). This application may be complete on-line at www.gacollege4ll.org .
INSTITUTIONAL STUDENT INFORMATION RECORD (ISIR)	By completing the Free Application for Federal Student Aid (FAFSA), an ISIR is produced electronically for all schools listed by the student. If a school cannot receive these application results by this electronic process, the student must provide the original Student Aid Report (SAR) issued to them by the Federal Processing Center.
MARRIAGE CERTIFICATE	A copy of your marriage certificate
PARENT(S) ENTIRE FEDERAL TAX RETURN 2007	<u>An Exact signed copy, including all W-2's, schedules and attachments as submitted to the IRS of the 2007 Federal Income Tax Return.</u> At the top of the copy please indicate the student's name and social security number. NOTE: Declaration for electronic filing is not considered a tax return
SELECTIVE SERVICE	A copy of Selective Service registration form.
SOCIAL SECURITY BENEFITS 2007	Security Administration statement showing you and your family's total benefits for 2007.
SOCIAL SECURITY CARD	A copy of the student's Social Security Card.
STUDENT/SPOUSE'S ENTIRE FEDERAL TAX RETURN 2007	<u>An exact signed copy, including all W-2's, schedules and attachments as submitted to the IRS for the 2007 Federal Income Tax Return.</u> NOTE: Declaration for electronic filing is not considered a tax return. If you filed a TeleFile, make sure to sign at bottom of page.
TITLE IV INCOME EXCLUSIONS	A written explanation of the amount in: "Title IV Income Exclusions" on the FAFSA on question number 42 for the student or 86 for the parents, worksheet C. If any portion of the reported amount is Child Support paid by you or your parents, indicate the total amount paid in 2007. This statement must include your/your parent's signature and your social security number.
UNTAXED INCOME	A written explanation of Untaxed Income you reported on the FAFSA on question number 40, worksheet A or 41, worksheet B for the students. For the parents refer to question 84, worksheet A or question 85, worksheet B.
VERIFICATION WORKSHEET	The GCSU Financial Aid Office provides this federal form.
VETERANS ADMINISTRATION BENEFITS	If you are receiving or expect to receive Veteran's Benefits, provide verification of amount and duration of time you are to receive such benefits. If you need assistance in obtaining this documentation, contact GCSU Veterans Representative at (478) 445-6285 or Veteran's Administration Benefits in Atlanta, Georgia at 1-888-GIBILL1.
VETERAN DISCHARGE FROM SERVICE	A copy of you DD214 Discharge Form.
WARD OF THE COURT	Submit court documents that show you Ward of the Court status.
FATHER'S BIRTH CERTIFICATE	Copy of Father's Birth Certificate
MOTHER'S BIRTH CERTIFICATE	Copy of Mother's Birth Certificate
FATHER'S SOCIAL SECURITY CARD	Copy of Father's Social Security Card
MOTHER'S SOCIAL SECURITY CARD	Copy of Mother's Social Security Card