@ | | | | | | | | |
UTSA ID

Student's Last Name

Student's First Name

2011-2012 UTSA Independent Due To Dependent

Office of Student Financial Aid and Enrollment Services (SFAES)
University of Texas at San Antonio, One UTSA Circle, San Antonio, Texas 78249-0687
1-800-669-0919 financialaid@utsa.edu www.utsa.edu/financialaid

DOCUMENTATION SUBMITTED BY FAX OR EMAIL WILL NOT BE ACCEPTED

Your Independent status is based solely on your answer to questions 50 through 51 on the Free Application for Federal Student Aid (FAFSA) from one of the possibilities listed in step 1 below. Therefore, the Department of Education requires that you submit legal documentation verifying that status. Please check the box in step 1 that best represents your situation and submit the required documentation. We will not be able to fully process your aid until the documentation and form have been fully completed, received and processed.

STEP 1: CHECK THE APPLICABLE BOX:

- ❑ A. Do you have children who will receive more than half of their support from you between July 1, 2011 and June 30, 2012?
- ❑ B. Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2012?
- ❑ C. Renewal request for Independent Due to Dependent ***(Must have been approved for previous academic year).***

NOTE: If you cannot mark A, B or C and answered this incorrectly on the FAFSA, please correct your FAFSA online by providing your parent information.

STEP 2: CHECK THE APPLICABLE BOX AND SUBMIT ALL THE DOCUMENTATION LISTED BELOW:

❑ **If you checked box A above, please submit the following documents:**

A. Copies of birth certificate of your dependent child or children
B. Letter detailing how you provide more than half the support for dependent(s) listed on FAFSA
C. A copy of your 2010 federal income tax return with signatures, or a recent pay stub if you did not file a tax return in 2010

OR

❑ **If you checked box B above, please submit the following documents:**

A. Copies of legal documentation. EX: Adoption papers, Child Protection orders or a judicial ruling made on behalf of the individual you are claiming
B. Letter detailing how you provide more than half the support for dependent(s) listed on FAFSA
C. A copy of your 2010 federal income tax return with signatures, or a recent pay stub, if you did not file a tax return.
D. Attach any additional income of the individual you selected on the FAFSA but you did not claim an exemption on. Ex: Individuals Tax Returns, Pensions and Social Security Benefits

OR

❑ **If you checked box C above, please submit the following documents:**

A. Letter detailing how you continue to provide more than half the support for dependent(s) listed on FAFSA.
B. A copy of your 2010 federal income tax return with signatures, or a recent pay stub, if you don't file a tax return.

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STEP 3: FAMILY INFORMATION:

A. List the people in your household. Include yourself, your spouse, your children or anyone else, if **(a) you provide more than half of their support or (b) the children would be required to provide parental information when applying for Federal Student Aid,** where you provide more than half of their support from July 1, 2011 through June 30, 2012.

Full Name	Age	Relationship	College

STEP 4: INCOME INFORMATION AND/OR TAX FORMS - (Do not leave any blanks; enter zero if the amount is zero)

A. Please check the following regarding the 2010 Federal Income Tax Return.

⇨ I (student) **did not** file for 2010.
⇨ My Spouse **did not** file for 2010.
⇨ I (student) **did** file for 2010
⇨ My Spouse **did** file for 2010

B. Please list any income that was received from work in 2010 REGARDLESS of whether or not you filed your taxes. (Do not leave any blanks; enter zero if the amount is zero)

List employers for 2010:	Student Wages	Spouse Wages

C. All tax filers must submit a **signed copy of the 2010 Federal Income Tax return** (e.g., 2010 IRS Form 1040 or 1040A or 1040EZ or a tax return from Puerto Rico or a foreign income tax return). You can request a copy from your tax preparer or a copy of an IRS form that lists tax return information.

D. Both tax filers and non-tax filers must list the following (taxed and untaxed) income *received, credited, or paid* in 2010.

2010 Additional Financial Information	Student Amount	Spouse Amount
Child Support **Paid**		
Military of Clergy Allowance		
Taxed Deferred Pensions (W2 Box 12; Codes D, E, F, G, H, or S)		
Child Support **Received**		
Veterans Non-education Benefits		
Other Untaxed/Non-Reported Income		

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STEP 5: COMPLETE THE TABLES BELOW (Please do not leave any section blank):

TABLE 1: MEANS OF SUPPORT

	2010	**2011 (estimate)**	
Work Income	$	$	Name of employer:
Trust Fund Income	$	$	
Welfare Benefits	$	$	
Value of Other Resources	$	$	Please circle all sources that apply: *monetary gifts, interest income, parental allowance, free rent,* other:
Student Financial Aid	$	$	Please circle all sources that apply: *monetary gifts, interest income, parental allowance, free rent,* other:

TABLE 2: AVERAGE MONTHLY BUDGETS (Please do not leave any section blank)

	2010	**2011 (estimate)**		**2010**	**2011 (estimate)**
Rent/Mortgage	$	$	Car Insurance	**$**	**$**
Utilities	$	$	Health Insurance	$	$
Telephone	$	$	Other Expenses	$	$
Car Payment	$	$	**TOTAL EXPENSES =**	**$**	**$**

STEP 6: SIGN THE CERTIFICATION STATEMENT:

Your signature on this document confirms your acknowledgement of the following:

- The information submitted for review is true and correct to the best of my knowledge.
- I have read each section and have provided the required documentation.
- Providing false information may result in reduced eligibility, repayment of aid, or both, in this year or next year.
- Additional documentation may be required.
- Any correspondence will be e-mailed to your preferred email account as you indicated on ASAP.
- During peak seasons, there may be a 5-7 business day processing time for the request.
- In the event that your request is denied, please note that your file will be selected for Verification.

Student Signature _____ Date _____

Phone (_____) _____

PRIVACY NOTICE

With a few exceptions, you are entitled to be informed about the information U.T. San Antonio collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review this information. Under Section 559.004 of the Texas Government Code, you are entitled to have U.T. San Antonio correct information about you that is held by us and that is incorrect, in accordance with the procedures set forth in the University of Texas System Business Procedures Memorandum 32. The information that U.T. San Antonio 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. Different types of information are kept for different periods of time.

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