



FINANCIAL AID REQUIREMENTS AND GUIDELINES

1. **Apply** for financial aid in TADS by **April 30, 2023**
 - a. Whatever household income you report on the TADS application must be proven by documentation
 - b. **The student you are applying must appear as your dependent on the 1040 tax return**
 - i. **If you did not claim the student proof of guardianship is required**
 - ii. **We will also require the person that claimed the students 1040 tax return**
2. Upload all financial aid documents into TADS by **April 30**. These might include:
 - a. **2022 1040 U.S Individual Income Tax Return and all 2022 W2's**
 - i. Must include pages 1 and 2. The document must be signed
 - b. To obtain your Individual transcript click link below
 - i. <https://www.irs.gov/individuals/get-transcript>
 - c. **(NEW)** Did not file your taxes, please click link below to obtain an **IRS Verification of Non-Filing Letter**
 - i. <https://www.irs.gov/individuals/transcript-types-and-ways-to-order-them>

WE WILL NOT ACCEPT A W2 TO PROVE TAX RETURN

- d. Non filing notary form (call TADS if you need this document)
- e. Unemployment determination, 1099 (if not on your tax return)
- f. Food stamps(SNAP)
- g. Cash assistance(TANF)
 - i. Click below to obtain SNAP & TANF statements
<https://www.compass.state.pa.us>
- h. Social Security Benefits: (SS or SSDI)
 - i. Social Security Benefits: **Retirement, Disability, Dependents, and Survivors**
 1. Click below to obtain statements
<https://www.ssa.gov/myaccount>
- i. Child support
 - i. Court document or notarized letter from supporting parent
 1. Click below to obtain statements
<https://www.humanservices.state.pa.us/csws/?Preference=Desktop&Owner=Client>

j. other important information letter

YOU WILL NOT RECEIVE FINANCIAL AID UNLESS ALL DOCUMENTS ARE RECEIVED BY THE DEADLINE AND YOUR APPLICATION IS IN GOOD STATUS.

IF YOU HAVE ANY QUESTIONS, PLEASE CALL SCHOOL