

Financial Aid Acceptable Documentation Checklist*

ELIGIBILITY CRITERIA	ACCEPTABLE DOCUMENTATION Provide one document from this list for each criterion
<input type="checkbox"/> Age	<input type="checkbox"/> Birth Certificate <input type="checkbox"/> Official record showing date of birth <input type="checkbox"/> Baptismal Record <input type="checkbox"/> DD-214 or DD-215 Transfer/Discharge/Disability <input type="checkbox"/> Driver's License <input type="checkbox"/> Federal, state, or local government issued identification <input type="checkbox"/> Hospital record of birth (stamped by the hospital) <input type="checkbox"/> Passport <input type="checkbox"/> Public assistance/social service records <input type="checkbox"/> School records <input type="checkbox"/> School Identification card <input type="checkbox"/> Work Permit <input type="checkbox"/> Native American tribal document <input type="checkbox"/> Other official document issued by a federal, state or local government agency, such as discharge documents from the TX Department of Criminal Justice with date of birth included
<input type="checkbox"/> Selective Service Registration Males 18 years old or older, born on or after January 1, 1960, must register for Selective Service no later than the day before their 26 th birthday	<input type="checkbox"/> Selective Service System letter/registration letter <input type="checkbox"/> Internet verification/registration (completed by WS staff) <input type="checkbox"/> Telephone verification (847) 688-6888 or toll free (888) 665-1825 (completed by WS staff) <input type="checkbox"/> DD214 or DD-215 Transfer/Discharge/Disability
<input type="checkbox"/> Authorized to Work in the U.S. All items must be current and unexpired	<input type="checkbox"/> See attached Authorization to Work Checklist

ELIGIBILITY CRITERIA	ACCEPTABLE DOCUMENTATION Provide one document from this list for each criterion
<p><input type="checkbox"/> Family Income</p> <p>Provide documentation of all income sources for each household member</p> <p>Proof of income is not required if you:</p> <ul style="list-style-type: none"> • Receive SNAP, TANF or SSI, or • Received SNAP, TANF, or SSI within the last 6 months • Are experiencing homelessness. • Are receiving free or reduced-price lunch. • Live in a high-poverty census tract; or • Are a foster child 	<ul style="list-style-type: none"> <input type="checkbox"/> Alimony agreement <input type="checkbox"/> Award letter from Veterans Affairs <input type="checkbox"/> Bank Statement <input type="checkbox"/> Compensation award letter <input type="checkbox"/> Employer Statement/Contact <input type="checkbox"/> Family or business financial records <input type="checkbox"/> Pay stubs (All stubs from the last 6 months/26 weeks) <input type="checkbox"/> Pension statement <input type="checkbox"/> Public assistance records/printout <input type="checkbox"/> Quarterly estimated tax for self-employed persons (Schedule C) <input type="checkbox"/> Unemployment Insurance documents and/or printout <input type="checkbox"/> Court award letter <input type="checkbox"/> Self-employment verification form <input type="checkbox"/> Other official document issued by federal, state, or local government such as the Texas Department of Housing and Community Affairs, indicating monetary amount of assistance

***A Workforce Solutions professional will notify you if additional documentation is needed.**

WORKFORCE INNOVATION AND OPPORTUNITY ACT AUTHORIZATION TO WORK

For individuals to participate in Workforce Innovation and Opportunity Act programs, they must be authorized to work in the United States. Please complete the following form, choosing one item from **List A**, or one item from **List B** and one item from **List C**.

Print Name: Last	First	MI	Maiden Name
Date of Birth (month/day/year)		Social Security Number	

All documents must be unexpired

LIST A	LIST B	LIST C
Documents That Establish Both Identity and Employment Eligibility	Documents That Establish Identity	Documents That Establish Employment Eligibility
OR		
<input type="checkbox"/> U.S. Passport or U.S. Passport Card <input type="checkbox"/> Permanent Resident Card or Alien Registration Receipt Card (Form I-551) <input type="checkbox"/> Foreign Passport, that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigration visa <input type="checkbox"/> Employment Authorization Document that contains a Photograph (Form I-766) <input type="checkbox"/> In the case of a nonimmigrant alien authorized to work for a specific employer incident to status, a foreign passport with Form I-94 or Form I-94A bearing the same name as the passport and containing an endorsement of the alien's nonimmigrant status, as long as the period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form <input type="checkbox"/> Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI	<input type="checkbox"/> Driver's License or ID Card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address <input type="checkbox"/> ID Card issued by federal, state, or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color and address <input type="checkbox"/> School ID Card with a photograph <input type="checkbox"/> Voter's Registration Card <input type="checkbox"/> US Military Card or Draft Record <input type="checkbox"/> Military Dependent's ID Card <input type="checkbox"/> US Coast Guard Merchant Mariner Card <input type="checkbox"/> Native American Tribal Document <input type="checkbox"/> Driver's License issued by a Canadian government authority For persons under age 18 who are unable to present a document listed above: <input type="checkbox"/> School record or report card <input type="checkbox"/> Clinic, doctor, or hospital record <input type="checkbox"/> Day care or nursery school record	<input type="checkbox"/> Social Security Account Number card other than one that specifies on the face that the issuance of the card does not authorize employment in the United States <input type="checkbox"/> Certificate of Birth Abroad issued by the Department of Homeland Security (Forms FS-545 or FS-240) <input type="checkbox"/> Certification of Report of Birth issued by the Department of Homeland Security (Form DS-1350) <input type="checkbox"/> Original or certified copy of a birth certificate issued by a State, county, municipal authority or territory of the United States bearing an official seal <input type="checkbox"/> Native American Tribal Document <input type="checkbox"/> US Citizen ID Card (INS Form I-197) <input type="checkbox"/> Identification Card for use of Resident Citizen in the United States (Form I-179) <input type="checkbox"/> A letter of certification issued by the Department of Health and Human Services (human trafficking) <input type="checkbox"/> Employment authorization document issued by the Department of Homeland Security <input type="checkbox"/> Screenprint of UI screen <i>Current Claim Status</i> <input type="checkbox"/> UI award letter <input type="checkbox"/> Expedited Eligibility through TAA <input type="checkbox"/> Expedited Eligibility through RESEA
AND		