

**SOUTHEAST TECH** 2020-2021 Independent Verification Worksheet V5  
**Federal Student Aid Programs**

Send all paperwork to:

<p><b>Southeast Technical Institute</b>                  Office of Financial Aid                  2320 N Career Ave                  Sioux Falls, SD 57107</p>	<p><b>FAX:</b> (605) 367-8305  <b>Phone:</b> (605) 367-7867  <b>Email:</b> financialaid@southeasttech.edu</p>
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**A. Student Information**

Last Name	First Name	M.I.	Student ID# or Social Security #
Address (Include Apt No.)			( )
City			Phone Number
State		Zip	E-mail

**B. Please identify the people in your household, include:**

- Yourself,
- Your spouse,
- Your children if you will provide more than half of their support between July 1, 2020 and June 30, 2021, even if they do not live with you,
- Other people if they now live with you, you provide more than half of their support and you will continue to provide more than half of their support between July 1, 2020 and June 30, 2021.

Name (First & Last)	Age	Relationship
		STUDENT/SELF

**C. Please identify the people listed in the above household who will be attending college at least half-time between July 1, 2020 and June 30, 2021 and will be in a degree or certificate program.**

Name	Name of College/Postsecondary School
Student/Self	Southeast Technical Institute

**D. Refer to the enclosed sheet for detailed instructions regarding tax information requested, then complete and sign the back of this form.**

**E. Student: Did you file a 2018 U.S. Federal Tax Return?**

**If YES:**

Choose One

- I successfully used the Link to IRS on \_\_\_\_\_ (date).
- Attached is a copy of my 2018 Federal tax return (signed) OR 2018 IRS Tax Return Transcript
- I have ordered my 2018 IRS Tax Return Transcript and will submit it when it is received.

**If NO:**

Choose One

- I did not earn income during 2018 and I was not required to file a 2018 Federal Tax Return
- I was not required to file a 2018 Federal Tax Return but did earn income during 2018. **Attached** are my 2018 W-2s OR my 2018 IRS Wage and Income Transcript.

NON-FILERS ONLY List the Names of <b>ALL</b> the Student's Employers	Enter the Amount Earned from each Employer in 2018	W-2 Attached? (circle one)	
		Yes	No
		Yes	No
		Yes	No

**F. Spouse (if married): Did you file a 2018 U.S. Federal Tax Return?**

**If YES:**

Choose One

- I successfully used the Link to IRS on \_\_\_\_\_ (date).
- Attached is a copy of my 2018 Federal tax return (signed) OR 2018 IRS Tax Return Transcript
- I have ordered my 2018 IRS Tax Return Transcript and will submit it when it is received.

**If NO:**

Choose One

- I did not earn income during 2018 and I was not required to file a 2018 Federal Tax Return
- I was not required to file a 2018 Federal Tax Return but did earn income during 2018. **Attached** are my 2018 W-2s OR my 2018 IRS Wage and Income Transcript.

NON-FILERS ONLY List the Names of <b>ALL</b> the Spouse's Employers	Enter the Amount Earned from each Employer in 2018	W-2 Attached? (circle one)	
		Yes	No
		Yes	No
		Yes	No

**G. High School Completion Status**

Provide one of the following documents that indicate the student's high school completion status when beginning college in 2020-2021.

- A copy of the student's high school diploma
- A copy of the student's final official high school transcript that shows the date when the diploma was awarded
- A copy of the student's General Educational Development (GED) certificate or GED transcript.

**H. Documentation of Identity/Statement of Educational Purpose**

*This section must be completed either in the presence of Financial Aid Staff or Public Notary.* In order to complete the verification process, you will need to appear in person at Southeast Technical Institute and present your government issued ID (such as a driver's license, military ID, passport) and this verification worksheet to an institutionally authorized Financial Aid staff member. The Financial Aid staff member must validate the statement below at the time of submission by maintaining a copy of your photo ID and by providing a signature and date.

**Statement of Educational Purpose**

I certify that I, \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and that the  
*(Print Student's Name)*  
federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Southeast Technical institute for 2020-2021.

\_\_\_\_\_  
Student's Signature and Date

\_\_\_\_\_  
Financial Aid Staff's Signature and Date

*If you cannot appear in person to submit this verification worksheet, you will need to provide a copy of your government issued photo ID and this verification worksheet notarized by a public notary.*

**Notary's Certificate of Knowledge**

State of \_\_\_\_\_ City/County of \_\_\_\_\_ on \_\_\_\_\_

before me, \_\_\_\_\_ personally appeared, \_\_\_\_\_ and provided to me on basis  
*(Printed Notary's Name)* *(Printed Student's Name)*

of satisfactory evidence of identification \_\_\_\_\_ to be the above named person who signed the foregoing instrument.

*(Type of Government Issued  
Photo ID Provided)*

**WITNESS my hand and official seal** \_\_\_\_\_

*(Notary's Signature)*

\_\_\_\_\_  
*(Date Commission Expires)*

**(Seal)**

**I. Certification of signatures: SENDING WITHOUT SIGNATURES WILL DELAY THE FINANCAIL AID PROCESS.**

By signing this worksheet, we certify that all information reported on this form to qualify for Federal aid is complete and correct.

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse (if married)

\_\_\_\_\_  
Date

**WARNING:** If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.