

Step 1:

Turn in this form and the accompanying documentation to the IU Southeast Office of Financial Aid:
The worksheets can be printed at www.ius.edu/financialaid/resources/forms.

- **2010-2011 Verification Worksheet**
- **Signed copies of student's 2009 tax return and W-2's**
 - **(if non-filer please include statement explaining how student was supported)**

Step 2:

Please provide the following letters. Documentation received from you will be kept confidential and will not be returned or made available to you in the future. We strongly recommend you keep copies for yourself for future reference.

Documentation 1:

A letter from you

It must include the following:

- your request to be independent.
- an explanation of why you want to be considered independent including dates and descriptions or specific incidents that explain your separation from your parents.
- a statement listing the exact amount of support that you have received from your parents this year and the previous two years.

Documentation 2:

A letter from a relative (or other supportive adult familiar with your circumstances if no relative is available)

Please provide a letter from a close relative (grandparent, aunt, uncle, or sibling)

- explaining why you should be considered independent, giving dates and descriptions of incidents.
- listing how much support your parents have given you this year and the previous two years.

Documentation 3:

A letter/letters from a professional or third party

Enclose a letter/letters from a high school counselor, minister, rabbi, therapist or other professional who can confirm the breakdown or extenuating circumstances in your family. The person who writes the letter should state his or her

- relationship to you and your parents.
- understanding of your family circumstances.
- assessment of how you are supporting yourself as an independent student.

Documentation 4:

Any other supporting documents

If you have any other documentation of your family circumstances, such as police reports or court orders, include copies with your appeal.

Indiana University Southeast
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University Center South 105
New Albany, IN 47150
Phone: (812) 941-2246 Fax (812) 941-2546
Web site: <http://www.ius.edu/financialaid>
OneStart: <http://onestart.iu.edu>