

# Income Verification Form

Office of Financial Assistance  
100 College Drive  
Logan, WV 25601  
(304) 896 7060  
Financialaid@southernwv.edu

Your student aid report indicates that you/your parent did not file taxes. Listed below are necessary living expenses. We need to verify how your family met these monthly expenses. Please complete the following statements, sign, and return to the financial aid office.

## Student Information

Student Name:	Date of Birth:
Student ID:	Student Phone Number:
Student Email:	
Student Address:	

**Enter the AVERAGE MONTHLY amounts received during the 2023 calendar year. If the answer is NONE or negative, please enter "0"**

Living Expense	Source	Amount	Untaxable Income	Amount
Rent		\$	Employment <i>(Please specify below)</i>	\$
Food		\$	1.	\$
Car payment		\$	2.	\$
Car Insurance		\$	3.	\$
Gasoline		\$	Taxed Social Security Benefits	\$
Phone (home or cell)		\$	Untaxed Social Security Benefits	\$
Medical		\$	TANF/ADC/AFDC	\$
Child Care		\$	Veteran's Benefits	\$
Personal Items		\$	Gifts from Family	\$
Other <i>(Please Specify)</i>		\$	Cash Received	\$
			Bills paid on your behalf	\$
			Retirement Benefits	\$
			Workers Compensation	\$
			Other <i>(Please Specify)</i>	\$

## Agreement and Understanding

By signing this income verification form, you certify that all of the information reported on this form is true and accurate to the best of your knowledge. If requested, you agree to provide proof of the information that you have reported on this form.  
WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both. Typed, copied, or electronic signatures will not be accepted.

Student Signature:	Date:
Parent Signature (Dependents Only):	Date:

### OPTIONS TO SUBMIT VERIFICATION FORMS AND OTHER DOCUMENTATION

EMAIL	In Person	MAIL
Scan and submit to financialaid@southernwv.edu	Please visit one of our campus locations to see financial aid representative in person	SWVCTC C/O Financial Aid 100 College Drive, Logan, WV, 25601

Southern West Virginia Community and Technical College is a member institution of the Community and Technical College System of West Virginia. Southern WV Community and Technical College is accredited by The Higher Learning Commission. AA/EO/ADA Institution. Southern is an Affirmative Action/ADA/Equal Opportunity Employer. Southern does not discriminate on the basis of race, color, national origin, ethnicity, sex, disability, age, religion, gender, sexual or gender orientation, marital status, and veteran status in the administration of any of its educational programs, activities, or with respect to admission or employment. Faculty, staff, students, and applicants are protected from retaliation from filing complaints or assisting in an investigation. Please contact the following concerning inquiries regarding non-discrimination policies and complaints: Title IX Coordinator, Darrell Taylor, 304.896.7432 | Affirmative Action Officer, Debbie C. Dingess, 304.896.7408 | Section 504 ADA Coordinator, Dianna Toler, 304.896.7315 or TTY 304.792.7054.