



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

Income Verification Form

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

Your student aid report shows that you/your parent did not file taxes. Below are the necessary living expenses we need to verify. Please provide information on how your family covered these monthly expenses by completing the form below. **Enter the AVERAGE MONTHLY AMOUNTS received during the 2025 calendar year. If the answer is NONE or negative, please enter "0".** After filling it out, sign it and return it to the financial aid office.

Living Expense	Source	Amount
Rent		\$
Food		\$
Car Payment		\$
Car Insurance		\$
Gasoline		\$
Phone (Home or Cell)		\$
Medical		\$
Child Care		\$
Personal Items		\$
Other (please specify)		\$
		\$
		\$
		\$
		\$

Untaxable Income	Amount
Employment (please specify)	\$
1)	\$
2)	\$
3)	\$
Taxed Social Security Benefits	\$
Untaxed Social Security Benefits	\$
TANF/ADC/AFDC	\$
Veteran's Benefits	\$
Gifts from Family	\$
Cash Received	\$
Bills paid on your behalf	\$
Retirement Benefits	\$
Workers Compensation	\$
Other (please specify)	\$

Agreement and Understanding	
By signing this worksheet, 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:

Options to Submit Verification Forms and Other Documentation

EMAIL	In Person	Mail
Scan and Submit to: FinancialAid@southernwv.edu	Visit one of our campus locations to see a Financial Aid Associate in person	SWVCTC C/O Financial Aid 100 College Drive, Logan, WV 25601

Southern West Virginia Community and Technical College is an Equal Opportunity/Affirmative Action Institution and does not discriminate based on race, sex, gender identity, pregnancy, sexual orientation, age, disability, veteran status, religion, color, or age in admission, employment, or educational programs and activities; nor does it discriminate based on genetic information in employment or employee health benefits. Faculty, staff, students, and applicants are protected from retaliation for making complaints or assisting in discrimination investigations. This nondiscrimination policy also applies to all education programs, to admission, to employment, and to other related activities covered under Title IX, which prohibits sex discrimination in higher education. Southern will take steps to ensure that a lack of English language skills will not be a barrier to admission and participation in the college's CTC offerings. Auxiliary aids and services are available upon request to individuals with disabilities. Southern West Virginia Community and Technical College also neither affiliates with nor grants recognition to any individual, group, or organization having policies that discriminate based on race, ethnicity, sex, color, creed, gender, religion, age, sexual orientation or gender orientation or expression, physical or mental disability, marital or family status, pregnancy, genetic information, veteran status, service in the uniformed services, ancestry, or national origin. Inquiries regarding compliance with any state or federal nondiscrimination law may be addressed to Affirmative Action Officer/Title IX Coordinator, Ms. Debbie C. Dingess, Chief Human Resources Officer, Southern West Virginia Community and Technical College, 100 College Drive, Logan, WV 25601, 304-896-7408; or Section 504 Coordinator, Ms. Dianna Toler, Director of Student Success, Southern West Virginia Community and Technical College, 100 College Drive, Logan, WV 25601, 304-896-7315. TTY 304-792-7054 may be used to communicate with any office or employee of the College.

[For more Information, visit: www.southernwv.edu](http://www.southernwv.edu)

#FINDYOURDIRECTION