



Postsecondary and Career Education

DEADLINE JUNE 30TH, 2016

DC OneApp Required Supporting Documents Checklist

DOMICILE VERIFICATION

TAX FILERS (One of the following)

- 2015 Certified D-40 Processed Tax Return from OTR **or** Electronic OTR certification via DC OneApp
- 2015 Certified D-40 Processed Tax Return Extension **with** 2014 Certified D-40 Processed Tax Return from OTR
- Certified Stamped letter from OTR stating 2015 D-40 Tax Return was filed and processed.

NON-TAX FILERS (One of the following)

- 12-month (Jan – Dec 2015) TANF/SNAP/Food Stamp Statement
- 12-month (Jan – Dec 2015) Child Support Document
- 12-month (Jan – Dec 2015) Retirement/Annuity Document
- 12-month (Jan – Dec 2015) Social Security Disability Income (SSDI) or Social Security Income (SSI)
- 12-month (Jan – Dec 2015) Unemployment Benefits or Worker's Compensation Disability
- Ward of Court Letter (dated for 2016)
- Other: Contact OSSE at 202-727-2824 to speak with your assigned counselor for details.

DC ONEAPP FORM (Document available at www.dconeapp.dc.gov)

- Affirmation/Legal Disclaimer Statement (signed by applicant and parent/legal guardian)

CURRENT RESIDENCY BILL (One of the following)

(Not more than 45 days old with Name, Date and Address Portion)

- Utility Bill (gas, water, cable, electric, land line phone) – *no cell phone*
- Bank or Mortgage Statement
- Pay Stub *(Name, Date and Address Section)*
- Utility Letter, from landlord or on rental office letterhead, stating utilities are included in rent

SAR (From www.fafsa.ed.gov)

- PDF Version "Processed Successfully" *(All 5 pages)*

CITIZENSHIP DOCUMENTATION (One of the following)

(If you or parent/legal guardian are NOT a US citizen)

- Permanent Residence Card or Alien Registration Receipt Form I-151/551
- Certificate of Citizenship or Naturalization
- I-94 Arrival Departure Record or computer generated I-94A