



DEADLINE JUNE 30, 2017

DCTAG Required Supporting Documents Checklist

DOMICILE VERIFICATION

(One of the following)

- 2016 Certified D-40 Tax Return (including Schedule S) from OTR **or** Electronic OTR certification via DC OneApp
- 2016 Certified D-40 Tax Return Extension **with** 2015 Certified D-40 (including Schedule S) Tax Return from OTR
- Certified Stamped letter from OTR stating 2016 D-40 Tax Return was **filed and processed**.

OR

(One of the following)

- 12-month (Jan – Dec 2016) TANF/SNAP/Food Stamp Statement
- 12-month (Jan – Dec 2016) Child Support Document
- 12-month (Jan – Dec 2016) Retirement/Annuity Document
- 12-month (Jan – Dec 2016) Social Security Disability Income (SSDI) or Social Security Income (SSI)
- 12-month (Jan – Dec 2016) Unemployment Benefits or Worker’s Compensation Disability
- Ward of Court Letter (**dated for 2017**)
- Other: Contact OSSE at 202-727-2824 to speak with your assigned counselor for details.

AND

(One of the following no older than **45 days with the 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)

AND

SAR (www.fafsa.ed.gov)

- Processed Successfully

If you and/or parent/legal guardian are NOT an US Citizen

CITIZENSHIP DOCUMENTATION

(One of the following is required)

- 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