



DISTRICT OF COLUMBIA
OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

DEADLINE JULY 1, 2019*

DCTAG Required Supporting Documents Checklist

DOMICILE VERIFICATION

(One of the following)

- 2018 Certified D-40 Tax Return from DC Office of Tax and Revenue (1101 Fourth St. SW)
- 2018 Certified D-40 Tax Return Extension **with** 2017 Certified D-40 Tax Return from DC Office of Tax and Revenue
- 2018 Electronic Tax Certification via DC OneApp
- 12-month (Jan – Dec 2018) Child Support Statement
- 12-month (Jan – Dec 2018) Retirement/Annuity Statement
- 12-month (Jan – Dec 2018) Social Security Disability Income (SSDI) or Social Security Income (SSI)
- 12-month (Jan – Dec 2018) TANF/SNAP/Food Stamp Statement
- 12-month (Jan – Dec 2018) Unemployment Benefits or Worker's Compensation Disability
- McKinney-Vento Homeless/Shelter Residency Verification Letter (**dated for 2019**)
- Ward of the Court Letter (**dated for 2019**)

AND

(One of the following no older than **45 days** must have the following information on it: Parent/Legal Guardian's Name, Date and Address)

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

AND

Student Aid Report (SAR) (Printed from www.fafsa.gov)

- Processed Successfully

***The DCTAG OneApp will close and all supporting documents must be submitted by Monday, July 1, 2019 by the close of business (5 p.m.) because the DCTAG deadline (June 30) falls on Sunday this year.**

Reminder: DCTAG applicants who were not enrolled in a college or university during the most recent academic year, as well as new DCTAG applicants who previously attended college or returning DCTAG applicants who missed a year or more of DCTAG eligibility may be required to submit domicile verification for previous year(s). Consult your DCTAG Counselor for more information on what you should submit.

Questions about Supporting Documents?

Contact your DCTAG Counselor at (202) 727-2824

Submission of the above documentation does not ensure acceptance into the DCTAG program. Your circumstances may vary, and OSSE may require additional documentation to verify eligibility.