What Do TASFA Students Need to Submit to Apply for Financial Aid?

Instructions: Check off each item to ensure that your student has all the required documentation for filing as a TASFA student.

**HB 1403/SB 1528 Residency Info**

- Has the student completed the Residency Affidavit with Registration and Academic Records (RAR)?
  - If yes, indicate the date completed: __________________
    This determines eligibility under the HB 1403/SB 1528 residency requirements. Proceed to complete the TASFA Application and submit with all tax documents and any other necessary/supporting documents.
  - If no, complete and submit a Residency Affidavit to RAR for processing as soon as possible, before submitting TASFA documents. **The deadline for this is the close of the day on the 12th day of class for Fall 2015 semester.**

- Complete and Submit 2015-16 Apply Texas Application

- All male students between the ages of 18-25 must have registered with the Selective Service System (SSS) 
  - [https://www.sss.gov](https://www.sss.gov) or obtain form at the post office.

- 2015-2016 TASFA Application

- Are all of the sections of the application completed? **(No blanks)**
  - If yes, ensure that all required tax documents are submitted along with any other necessary documents (i.e. Selective Service, expense breakdown, etc.).
  - If no, make sure to gather them before submitting your TASFA form. Submitting an incomplete application can only delay the completion time, which can impact our ability to award student aid, as this program is largely based on availability of funds.
  - Copies of the TASFA application will be accepted by all five RGV Institutions of Higher Education.

- Tax Documents

- Did you/your spouse file a 2014 tax return?
  - If yes, please submit a copy of your/spouse’s 2014 tax return transcript (available through IRS – see attached transcript handout for details).
  - If no, then you need to complete the Income Information for Non-Tax Filers (student’s
income) verify any income you/your spouse made in 2014, via submission of 2014 W2’s, if applicable. This document must be notarized and each Institution of Higher Education must have an original of this document.

2. Did the student’s parent(s) file 2014 tax return?
   a. If yes, please submit a copy of your parent(s)’ 2014 tax return transcript (available through IRS – see attached transcript handout for details).
   b. If no, then we need to verify any income your parent(s) by made in 2014 completing the Income Information for Non-Tax Filers Parents’ Income), via submission of 2014 W2’s, if applicable. This document must be notarized and each Institution of Higher Education must have an original of this document.

Supporting/Additional Documents May Be Required

Please note that for some applicants, there may be additional documents required as a breakdown of family expenses for the income year and how the family paid for them.

Special Note to All Applicants:

If your TASFA application is reviewed and determined to be incomplete, the student aid award will be placed on hold until all documentation needed has been submitted. This program is awarded according to availability of funds and completed applicants are awarded in the order that they submit and/or complete their applications.

Also note that if you are required to submit additional documents that are not included with your initial application submission date, your completion date will be the date on which you submitted the last required document, not on the initial submission date.