



Student Financial Services K 1.700  
 3201 W. Pecan Blvd. McAllen, Texas 78501  
 PH 956.872.8375 FAX 956.872.6461

## Separation Worksheet 2023-2024

<b>STC ID:</b>	<b>NAME:</b>
<b>SSN:</b> XXX-XX-	<b>PHONE NUMBER:</b>

A student who believes they made a mistake on the Free Application for Federal Student Aid (FAFSA) when reporting their Parents marital status (**DEPENDENT Student**) or when reporting their marital status (**INDEPENDENT Student**) and is in fact separated as of the date they first applied for financial aid (for current award year) should read and complete this form.

Per the Department of Education:

“A couple need not be legally separated to be considered separated – they may deem themselves informally separated when one of the partners has left the household for an indefinite period and the marriage is severed.” (2022-2023 U.S. Department of Education SFA Handbook Chapter 2 Page 21)

<b>Dependent Student</b> – Please provide information for the Parent whose information you <b>DID NOT</b> use to complete your FAFSA. <b>Independent Student</b> – Please provide information for your <b>SEPARATED SPOUSE</b> .
<b>Parent/Spouse Name:</b>
<b>Parent/Spouse Address (city and state):</b>
<b>Parent/Spouse Phone Number:</b>
<b>Date of Marriage: (MMDDYY)</b>
<b>Date of Separation: (MMDDYY)</b>
<b>Federal Tax Information: When was the last time a joint tax return was filed?</b> <b>Check one box:</b> <input type="checkbox"/> Tax Year 2021 <input type="checkbox"/> Tax Year 2022 <input type="checkbox"/> Never Filed Joint <input type="checkbox"/> Other Year (specify) _____

**Dependent Student** – Did your Parent (the one whose information you used on your FAFSA) receive any other income (i.e. Cash, Social Security Supplemental Income, Retirement Pensions, VA Benefits, Alimony, Child Support, Workers Compensation, TANF or Other)?

**Independent Student** – Did you receive any other income (i.e. Cash, Social Security Supplemental Income, Retirement Pensions, VA Benefits, Alimony, Child Support, Workers Compensation, TANF or Other)?

**NO**      **YES**           If yes, please list the income on the table below.

Type of Income	Amount Per Month
	\$
	\$
	\$



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You **MUST** provide separation documentation or a copy of a divorce decree, or a statement on company/business letterhead from one of the individuals listed below. The statement should explain your parents or your situation.

**A notarized statement on your behalf is not acceptable. If you do not provide the necessary documentation, you will be required to provide your Parent or Spouse’s information.**

- Your pastor
- Your marriage counselor
- Your attorney

Processing your Separation Worksheet may take up to 2 weeks from the time it is submitted or longer during peak registration time. Incomplete documentation will delay the review process. Any tuition and fees you owe the college are due on the date specified regardless of the status of your Separation Worksheet request. Payment arrangements should be made while your request is reviewed.

By signing below you acknowledge that it is your responsibility to check on the status of this Separation Worksheet on your **Jagnet account**. **To view your active messages click on the Financial Aid Icon, then the Financial Aid App, then select the Award Year and Notifications.**

Your signature on this document binds you to all conditions stated within.

Student Signature:	Date:
Parent Signature:	Date:

<b>STUDENT FINANCIAL SERVICES DEPARTMENT USE ONLY</b>				
Approved:	Disapproved:	Pending:	SFSS Initials:	Date:
Additional Information Requested/Comments:				

No person shall be excluded from the participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by South Texas College on the basis of race, color, national origin, religion, age, sex, sexual orientation, gender, gender identity, disability, genetic information, or veteran status.