



Financial Aid Office
1414 Geronimo Dr.
El Paso, TX 79925

2017-2018 Aid Year

Dear Student,

In order to complete your 2017-2018 financial aid award package, you must provide the Financial Aid Office with the attached worksheet, requested documents marked below, and supporting documentation as soon as possible so that your financial aid will not be delayed.

Deadline for submitting complete verification: _____

____ Complete and sign the enclosed 2017-2018 Verification Worksheet.

____ Attach student's and spouse's IRS Tax Return Transcripts for year 2015, or retrieve 2015 IRS income information to student's FAFSA by submitting a correction

____ Or Verification of Non Tax filing for 2015.

____ Attach student's parents IRS Tax Return Transcripts for year 2015, or retrieve 2015 IRS income information to student's FAFSA by submitting a correction.

____ Or Verification of Non Tax filing for 2015.

____ Attach documentation that indicate the student's high school completion status when the student will begin college in 2017-2018

____ Please appear in person and present a valid government-issued photo ID at Southwest University's Financial Aid Office.

Other untaxed documentation:

____ Student's and/or Parent's other untaxed income

____ Student's and/or Parent's Money received/paid on your behalf

After initial review of the requested documents, we may require additional documentation. Failure to complete this document will result in student's ineligibility to receive federal student aid for the aid year. If you have recently submitted the requested documentation to our office, please disregard this notice. Should you no longer wish to receive federal financial aid at Southwest University please notify us.

Tax Transcripts maybe requested by appointment: 1 (844) 545-5640

Local IRS office
700 E. San Antonio
El Paso, TX 79901
Monday-Friday 8:30am-4:30pm