

Document Name	Explanation
INSTITUTIONAL STUDENT INFORMATION RECORD (ISIR)	By completing the Free Application for Federal Student Aid (FAFSA), an ISIR is produced electronically for all schools listed by the student. If a school cannot receive these application results by this electronic process, the student must provide the original Student Aid Report (SAR) issued to them by the Federal Processing Center.
MARRIAGE CERTIFICATE	A copy of your marriage certificate
MOTHER'S BIRTH CERTIFICATE	Copy of Mother's Birth Certificate
MOTHER'S SOCIAL SECURITY CARD	Copy of Mother's Social Security Card
PARENT(S) ENTIRE FEDERAL TAX TRANSCRIPTS 2012	A copy of the IRS Tax Return Transcript from 2012 is available at http://www.irs.gov . Click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure you order the "IRS Tax Return Transcript" and not the "IRS Tax Account Transcript." The parent will need his or her Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when the 2012 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper tax return filers. If the parents are married, and separate 2012 tax returns were filed, 2012 IRS tax return transcripts must be submitted for each parent. Please make sure that your name, social security number, or GCID is written on the tax transcript before submitting it to our office.
SELECTIVE SERVICE	A copy of Selective Service registration form.
SNAP (Supplemental Nutrition Assistance Program – Food Stamps)	Form can be accessed by clicking on Name of Document to your left. You must request a letter or document from the benefit provider confirming that you or a family member received SNAP (Food Stamp) benefits in 2011 or 2012. This document MUST be submitted to the Financial Aid Office with the SANP form.
SOCIAL SECURITY CARD	A copy of the student's Social Security Card.
STUDENT AID ELIGIBILITY WORKSHEET FOR QUESTION 23	Forms can be accessed by clicking on the Name of the Document to your left. Please complete and submit to Financial Aid Office.
STUDENT DEPENDENCY STATUS WORKSHEET	Forms can be accessed by clicking on the Name of the Document to your left. Please complete and submit to Financial Aid Office
STUDENT/ SPOUSE'S ENTIRE FEDERAL TAX TRANSCRIPT 2012	A copy of the IRS Tax Return Transcript from 2012 is available at http://www.irs.gov . Click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure you order the "IRS Tax Return Transcript" and not the "IRS Tax Account Transcript." The student and spouse (if applicable) will need their Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when the 2012 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper tax return filers. If the parents are married, and separate 2012 tax returns were filed, 2012 IRS tax return transcripts must be submitted for each parent. Please make sure that your name, social security number, or GCID is written on the tax transcript before submitting it to our office.
TAX FILERS-EXTENSIONS	A copy of IRS form 4868, W2s for each source of employment. Signed statement by a self-employed individual certifying the amount of the Adjusted Gross Income and U.S. income tax paid for 2012.
VETERAN DISCHARGE FROM SERVICE	A copy of your DD214 Discharge Form.
VETERANS ADMINISTRATION BENEFITS	If you are receiving or expect to receive Veteran's Benefits, provide verification of amount and duration of time you are to receive such benefits. If you need assistance in obtaining this documentation, contact GC Veterans Representative at (478) 445-5531 or Veteran's Administration Benefits in Atlanta, Georgia at 1-888-GIBILL1.

This list is provided as an explanation of various tracking documents, which may be required by the Financial Aid Office. PLEASE REFER TO THE LETTER YOU RECEIVED VIA U.S. MAIL OR EMAIL FOR ACTUAL DOCUMENTS, which must be supplied to our office in order to continue processing your application for academic year 2014-2015