



2024-2025 Proof of Parental Separation Form

Student Name _____ Student ID _____

Contact Number _____

Your financial aid application indicated that your parents (or step-parents) are separated but not divorced. Please complete this form in order for our office to verify your parents' separation status. We must verify the separation as both physical and financial. This form must be notarized before being submitted.

PARENT INFORMATION:

- **Must** provide proof of separate residences of both parents, i.e. copies of separate utility bills.
- Print the name and social security number of the parent whose information you used to complete your Free Application for Federal Student Aid (FAFSA).

Parent Name: _____

SSN: _____ Date of Birth _____

Current Residential Address _____
(PO Box is **NOT** an acceptable address)

City State Zip

Date of Marriage: _____ Date of Separation: _____

Complete the following information about the **current** spouse of the person listed above.

Spouse's Full Name: _____

SSN: _____ Date of Birth _____

Spouse's Current Residential Address _____
(PO Box is **NOT** an acceptable address)

City State Zip

PARENT SIGNATURE (Notary Required)

Signature of Parent

State of Texas

County of _____

Before me _____, on this day personally appeared _____,
known to me or proved to me through _____ to be the person whose name is
(description of ID card or other document)

subscribed above and states under oath that the above information is true and correct to the best of their knowledge and belief.

Given under my hand and seal of office this _____ day of _____, _____

Notary Public's Signature
Last Updated January 9, 2024

(Notary's Personalized Seal)