2022-2023 FACTS Application Document Checklist

Required Documents:

☐ **2021 W-2s/1099s – from all income sources**

☐ **2020 Federal Tax Return (including all schedules)**

> *- Child(ren) that are applying for a scholarship <u>must</u> be listed as a dependent on taxes submitted*

☐ **2020 W-2s/1099s – from all income sources**

If applicable:

☐ **SNAP/Food Stamp Benefit History for 2021**

☐ **TANF/AFDC/Welfare Benefit History for 2021**

☐ **2021 Social Security/Disability Benefits Income**

☐ **2021 Worker's Compensation/Unemployment Benefits**

☐ **2021 Other Taxable/Non-Taxable Income**

☐ **Child Support Income Statement/Custodial or Court Documents**

☐ **Housing Allowance (Military, Religious, Parsonage, Inc.)**

☐ **Other requested documents per FACTS request**

Upload your documents before completing your application by getting a FREE scan app
Get a <u>free</u> scanner app on your mobile device (for example, CAMSCANNER or check your mobile device's app store). You can take a picture of your document, upload it and save it as a PDF. Then, you send it you yourself via email/upload to your computer or upload to a drive (Google Drive, iCloud, OneDrive, Drop Box, etc.) on your mobile device. From either of those, you can easily upload the documents to your FACTS application. Uploaded documents for your application can be in a PDF or JPEG format. Another option is to simply take a photo of your document and upload the picture directly to the application from your phone.