

DOCUMENTS FOR INTAKE

Please bring the following ORIGINAL documentation to your Intake appointment.

Any documents listed below that apply to you:

- College Transcript (most recent)
- Acceptance/Ranking Letter
- Disability Record
- Medicaid (for self or family members)
- DD 214/Veteran Separation Form
- Marriage License
- Divorce Decree
- Death Certificate (if widowed)
- Court Records (misdemeanor/felony)
- Birth Certificate
- High School Diploma or GED
- Driver's License
- Social Security Card
- Income Tax Return
- Selective Service Card/Form (for males)

Proof of Address: (any one of the following)

- Voter's Registration Card
- Driver's License
- Texas Department of State Health Services Records
- *If living with a family member, we need a letter from them listing the address and amounts of rent and/or utilities you pay (if applicable).

Proof of Family Household for every family member:

- Social Security Cards
- U.S. Birth Certificates or
- Hospital Record
- Alien Registration Card
- Naturalization Certificate
- US Passport

Proof of Income for every family member applicable:

- Pay stubs for last 6 months even if no longer employed)
- Child Support
- Food Stamp and/or TANF Printout Letter
- Workman's Compensation
- Social Security Benefits Letter
- Financial Aid and/or Educational Loans, etc.
- Retirement Pay/Military Reserve Pay
- Unemployment Benefits

Proof of Expenses (bring the Most Recent receipt / bill, if applicable to your family):

- Rent or Mortgage Payment
- Childcare
- Medical (Other than doctor visits)
- Cable or Satellite TV
- Streaming Services
- Loans and /or Credit Card payments
- Property Taxes
- Tuition, Books, Lab Fees, etc.
- Proof of Auto Insurance
- Utilities: Electric, Gas, Home/Cell phone and Water/Sewer
- Vehicle payment(s) and Vehicle Insurance payment(s)