



Financial Aid Office P.O. Box 309 Jamestown, NC 27282  
Phone: 336.334.4822 Option 3 Fax: 336.217-8468

### 2024-2025 VERIFICATION OF SEPARATION STATUS

This document needs to be completed by:  Separated Student  Separated Parent

- You must sign this form in the presence of a notary.
- The Financial Aid Staff may not provide notarization.

Student's Full Name: \_\_\_\_\_ GTCC ID: \_\_\_\_\_

I, (*print your full name*) \_\_\_\_\_, am separated from my spouse, (*print spouse's full name*) \_\_\_\_\_, as of \_\_\_\_\_.

**We are no longer residing together and plan to obtain a divorce.**

My address is: Street \_\_\_\_\_ Apt \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

My spouse's address is: Street \_\_\_\_\_ Apt \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**NOTE: You must submit a letter on letterhead from one of the following persons or organizations:**

**For military and their dependents:** A letter is required from the Family Services Office, the Unit Chaplain, or the Unit S-1 Personnel Office.

**For civilians:** A Letter is required from a clergy person, an attorney, or your employer.

**I understand that my separation is subject to investigation by the proper authorities. In addition, if I give false or misleading information, I may be subject to a \$20,000 fine, sent to prison, or both.**

Separated Person's Signature: \_\_\_\_\_

#### Notary's Certificate of Acknowledgement

State of \_\_\_\_\_

City/County of \_\_\_\_\_ / \_\_\_\_\_

On (*Date*) \_\_\_\_\_, before me (*Notary's Name*), \_\_\_\_\_,

personally appeared (*Printed name of signer*), \_\_\_\_\_

and proved to me on the basis of satisfactory evidence of identification (indicated in Section A above) to be the above-named person who signed the foregoing instrument.

Notary Stamp or Seal

My commission expires on the following date:  
\_\_\_\_\_

\_\_\_\_\_  
NOTARY SIGNATURE (*If applicable*)

\_\_\_\_\_  
DATE

**Please return this completed form to: GTCC Financial Aid Office, PO Box 309, Jamestown, NC 27282 or FAX to 336-217-8468.**