Dear Student,

You may be eligible to use additional, free student services at Ohio State ATI. To help us determine if you are eligible for these services, please complete the enclosed form and send it back in the postage paid envelope. It is to your advantage to return the form as soon as possible. This way, we will be prepared to serve you as soon as you want to use these services.

If you are eligible, you can use personal academic coaching, professional tutoring and other services through Program Excel, a U. S. Department of Education Trio grant.

Unfortunately, not all students who come to college, stay enrolled in college. For students starting in two-year colleges in Autumn 2015:

- 56% of students across the nation persisted to their second year.
- 68% of students at Ohio State ATI persisted to their second year.
- 80% of students in Program Excel persisted to their second year.

We want you to be in the 80% of students who persist. We know juggling college and other obligations can be challenging. Program Excel’s services are personally designed for you.

Because Program Excel services are provided through a federal grant:
1. Students must be eligible to participate, and
2. Ohio State ATI must collect documentation according to guidelines set by the U. S. Department of Education.

Please complete and return the attached form to help us collect this documentation.
If you have questions about the grant, please contact Dee Dee Snyder, Program Excel Project Manager at (330) 287-1223 or at snyder.426@osu.edu.

We want you to be successful and wish you great success in your new college career.

Sincerely,

Kristina M. Boone, Ph. D.  
Professor and Director  
Agricultural Technical Institute

Dee Dee Snyder  
Program Excel Project Manager  
Agricultural Technical Institute
Program Excel Eligibility Form – Independent Student

Program Excel is a U.S. Department of Education Trio grant-funded program. To determine your eligibility for this program, please complete and return this form in the enclosed postage paid envelope. The information you provide is strictly confidential.

*Note: This form only applies to you if the federal government has determined you have Independent Student Status (24 or older, married, have dependent children, emancipated minor, active in military, etc.) If your parents claim you on their taxes, you are not considered Independent. Use the Parents Income Eligibility Form if you are not Independent.*

**Student’s Name (please print):**

_________________________

_________________________

**Student’s Date of Birth:**

_______________________________

_________________________

Did either of the student’s parents complete a bachelor’s degree, master’s degree, or professional degree (such as M.D., J.D., or PhD)?

_____ Yes  _____ No

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**Independent Student Tax Verification for 2016**

Number in household (include self): _________________

**Annual Taxable Income:**

(see 2016 Federal Tax Form 1040 EZ: line 6, or 1040A: line 27, or 1040: line 43)

$ __________________________

(This is not adjusted gross income or total income.)

*Note: if you do not have a copy of your Federal Income Tax Return, visit [https://www.irs.gov/individuals/get-transcript](https://www.irs.gov/individuals/get-transcript) to get a copy of your Tax Transcript online.*

If you did not file taxes for 2016/did not have taxable income in 2016, please check this box: □

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**Federal Trio Program Income Eligibility Levels**

(information used to determine eligibility for participation)

<table>
<thead>
<tr>
<th>Size of Family Unit</th>
<th>Annual Taxable Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$18,090</td>
</tr>
<tr>
<td>2</td>
<td>$24,360</td>
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<tr>
<td>3</td>
<td>$30,630</td>
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</tr>
<tr>
<td>7</td>
<td>$55,710</td>
</tr>
<tr>
<td>8</td>
<td>$61,980</td>
</tr>
</tbody>
</table>

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**Verification**

**Student Signature:** ________________________________

**Date:** __________________________

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*Please return this form to: Dee Dee Snyder, Program Excel Project Manager*

*Mailing Address: 1328 Dover Road, Wooster, OH 44691*

*Or scan and email the form to snyder.426@osu.edu*

*Questions? Contact Dee Dee Snyder (330) 287-1223, Snyder.426@osu.edu*