

Dear Applicant,

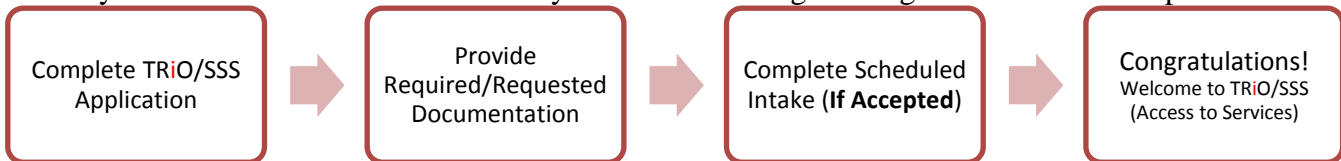
Thank you for your interest in the TRIO/SSS program. TRIO/SSS is 100% funded by the US Department of Education and is therefore **REQUIRED** to verify your income and other information listed on the application itself in order to properly determine eligibility.

In order to be eligible you must:

- Be a U.S. citizen or meet residency requirements for federal student financial assistance.
- Meet federal eligibility guidelines:
 - Be a first-generation college student (neither parent holds a four-year degree); or
 - Meet federal income guidelines; or
 - Have a qualifying documented disability
- Be enrolled at UNM-Gallup.
- Have an academic need

Below are the steps that **MUST BE COMPLETED** before you can use TRIO/SSS services. Steps **1** and **2** must be completed for your application to be considered:

- 1. Complete, sign and date the TRIO/SSS application (both sides)**
- 2. Supply required income documentation:**
 - a. Did you (or your parents) file taxes for the previous year?
 - i. **No**, complete the *Income Verification Form*, certifying that no federal tax returns were filed for the previous tax year. Signatures are needed.
 - ii. **Yes**, signed copies of taxes needed
3. Upon review either an acceptance or non-acceptance letter will be sent to the address listed on the application.
IF you are eligible for the program, we will contact you for an intake and orientation. The intake process takes approximately one hour to two hours to complete. (If you miss the intake appointment, you will have to be rescheduled and will **NOT** be fully accepted into the program).
4. When steps 1-3 are completed, you will be fully accepted into the program. If any steps are missed you will not be able to use our many services including tutoring and use of the computer lab.



“Where Student Success Is Our Business!”

The TRIO staff reserves the right to deny admission to the program even if the student meets the criteria for admission.

The University of New Mexico-Gallup, as an equal opportunity/affirmative action employer and educator, complies with all applicable federal and state laws regarding nondiscrimination and affirmative action. The University of New Mexico-Gallup is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race/ethnicity, color, national origin, age, spousal affiliation, sex, sexual orientation, gender identity, medical condition, disability, religion, pregnancy, genetic information, or veteran status in employment, educational programs and activities, and admissions, and provides equal access to the Boy Scouts and other designated youth groups. Inquiries or complaints may be addressed to the Office of Equal Opportunity whose Director serves as the 504/ADA Coordinator and Title IX Coordinator on UNM main campus: 505-277-5251. For referrals to main campus see: UNM Gallup Title IX Coordinator; Director of Student Affairs, SSTC Room 276, 505-863-7508. For referrals to main campus regarding Section 504 compliance; Student Success Specialist, Gurley Hall 2205B, 505-863-7527.