

2016-17 VERIFICATION WORKSHEET- INDEPENDENT STUDENT-V6

Your 2016–2017 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that, before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

A. Student's Information

Student's Last Name	First Name	M.I.	Student's Identification Number (ID)
Student's Street Address (include apt. no.)			Student's Date of Birth
City, State, Zip Code			Student's Email Address
Student's Home Phone Number			Student's Alternate or Cell Phone Number

B. Independent Student's Household Members and Number in College

- The student
- The student's spouse
- The student's or spouse's children if the student or spouse will provide more than half of the children's support from July 1, 2016 through June 30th, 2017, even if the children do not live with student
- Other people if they now live with the student and the student or spouse provides more than half of the other people's support and will continue to provide more than half of their through June 30th, 2017
- Number in college: Include below information about any household member who will be enrolled at least half time in a degree, diploma or certificate program at an eligible postsecondary educational institution at any time between July 1st, 2016 and June 30th, 2017, include the name of the college.

If more space is needed, provide a separate paper with the student's name and ID number on the top.

Full Name	Age	Relationship	College	Will be at least half time
		<i>Self</i>		

Note: We may require additional documentation if we have reason to believe that the information regarding household members enrolled in an eligible postsecondary educational institution is inaccurate.

C. Independent Students: Verification of 2015 Income Information for Student Tax Filers

Important Note: The instructions below apply to the student and spouse, if the student is married. Notify the financial aid office if the student or spouse filed separate IRS income tax returns for 2015 or had a change in marital status after December 31, 2015.

Instructions: Complete this section if the student and spouse filed or will file a 2015 IRS income tax return (s). *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at FAFSA.gov.* In most cases, no further documentation is needed to verify 2015 income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed.

Check the box that applies:

- The student has used the IRS DRT in *FAFSA on the Web* to transfer 2015 IRS income tax return information into the student's FAFSA.
- The student has not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2015 IRS income tax return information into the student's FAFSA once the 2015 IRS income tax return has been filed.
- The student is unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a **2015 IRS Tax Return Transcript(s)**.

A **2015 IRS Tax Return Transcript** may be obtained through the:

- Online Request - Go to www.irs.gov, under the Tools heading on the IRS homepage, click "Get Transcript of Your Tax Records." Click "Get Transcript ONLINE" or "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."
- IRS2Go App –

Apple Online Store at <https://itunes.apple.com/us/app/irs2go/id414113282?mt=8>

Google Play at <https://play.google.com/store/apps/details?id=gov.irs>

- Telephone Request - 1-800-908-9946
- Paper Request Form - IRS Form 4506T-EZ or IRS Form 4506-T

In most cases, for electronic tax return filers, 2015 IRS income tax return information is available for the IRS DRT or the IRS Tax Return Transcript within 2–3 weeks after the 2015 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2015 paper IRS income tax returns, the 2015 IRS income tax return information is available for the IRS DRT or the IRS Tax Return Transcript within 8–11 weeks after the 2015 paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about using the IRS DRT or obtaining an IRS Tax Return Transcript.

If the student and spouse filed separate 2015 IRS income tax returns, **2015 IRS Tax Return Transcripts** must be provided for each.

- Check here if a **2015 IRS Tax Return Transcript(s)** is provided.
 Check here if a **2015 IRS Tax Return Transcript(s)** will be provided later.

2015 verification of Income for Students Non-Tax Filers

The instructions and certifications below apply to the student and spouse, if the student is married. Complete this section if the student and spouse will not file and are not required to file a 2015 income tax return with the IRS.

Check the box that applies:

- The student and spouse were not employed and had no income earned from work in 2015.
- The student and/or spouse were employed in 2015 and have listed below the names of all employers, the amount earned from each employer in 2015, and whether an IRS W-2 form is provided. [Provide copies of all 2015 **IRS W-2** forms issued to the student and spouse by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

If more space is needed, provide a separate page with the student’s name and ID number at the top.

Employer’s Name	2015 Amount Earned	IRS W-2 provided?
<i>ABC’s Auto Body Shop (example)</i>	<i>\$2000</i>	Yes

Note: We may require you to provide documentation from the IRS that indicates a 2015 IRS Income Tax Return was not filed with the IRS.

D. Independent Student Other Information to be verified: Complete this section if the student or student’s spouse, if married, received any of the following income/benefits in 2015.

Other Additional Financial Information. Source:	\$
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Supplemental Nutrition Assistance Program (SNAP)

Did you or anyone in your household received benefits from the Supplemental Nutrition Assistance Program (SNAP) at any time during the **2014** or **2015** calendar years? (Please check below)

YES NO

I understand that if I mark “YES”, I will be required to provide documentation of the receipt of SNAP benefits during **2014** and/or **2015**.

Child Support Paid: (Complete this section if the student or the student’s spouse if married, paid child support in **2015**).

Name of the Person who paid Child Support	Name of the Person to whom child support was Paid	Name of the Child to whom Child Support was Paid	Amount of Child Support Paid in 2015
			\$
			\$
			\$

Note: Additional documentation will be required is there is reason to believe that information regarding child support is inaccurate such as:

- A signed statement from the individual receiving the child support certifying the amount of child support paid
- Copies of child support payment checks, money orders receipts, or similar records of electronic payments having been made

E. Verification of Other Untaxed Income. If any item does not apply, enter “N/A” for Not Applicable where a response is requested, or enter 0 in an area where an amount is requested. Answer each question below as it applies to the student (and the student’s spouse, if married) whose information is on the FAFSA.

1. Payments to tax-deferred pension and retirement savings. List any payments (direct or withheld from earnings) to tax-deferred pension and retirement savings plans (e.g., 401(k) or 403(b) plans), including, but not limited to, amounts reported on W-2 forms in Boxes 12a through 12d with codes D, E, F, G, H, and S.

Name of the person who made the payment	Annual amount paid in 2015
	\$
	\$

2. Child Support Received. List the actual amount of any child support received in 2015 for the children in your household.

Do not include foster care payments, adoption payments, or any amount that was court-ordered but not actually paid.

Name of the adult who received child support	Name of the child for whom child support was received	Annual amount of child support received in 2015
		\$
		\$
		\$

3. Housing, food, and other living allowances paid to members of the military, clergy, and others. Include cash payments and/or the cash value of benefits received. **Do not include** the value of on-base military housing or the value of a basic military allowance for housing.

Name of Recipient	Type of Benefit Received	Annual Amount of Child Support Received in 2015
		\$
		\$
		\$

4. Veteran's non-education benefits. List the total amount of veterans non-education benefits received in 2015. Include Disability, Death Pension, Dependency and Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances.

Do not include federal veteran's educational benefits such as: Post-9/11 GI Bill, Montgomery GI Bill, Dependents Education Assistance Program, VEAP Benefits

Name of the recipient	Type of veteran's non-education benefit	Annual amount of benefits received in 2015
		\$
		\$
		\$

5. Other Untaxed Income. List the amount of other untaxed income not reported and not excluded elsewhere on this form. Include untaxed income such as workers' compensation, disability, Black Lung Benefits, untaxed portions of health savings accounts from IRS Form 1040 Line 25, Railroad Retirement Benefits, etc.

Do not include any items reported or excluded in A – D above. In addition, do not include student aid, Earned Income Credit, Additional Child Tax Credit, Temporary Assistance to Needy Families (TANF), untaxed Social Security benefits, Supplemental Security Income (SSI), Workforce Investment Act (WIA) educational benefits, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion, or credit for federal tax on special fuels.

Name of the recipient	Type of other untaxed income	Annual amount of other untaxed income received in 2015
		\$
		\$
		\$

6. Money received or paid on the student's behalf. List any money received or paid on the student's behalf (e.g., payment of student's bills) and not reported elsewhere on this form. Enter the total amount of cash support the student received in 2015. Include support from a parent whose information was not reported on the student's 2016–2017 FAFSA, but do not include support from a parent whose information was reported. For example, if someone is paying rent, utility bills, etc., for the student or gives cash, gift cards, etc., include the amount of that person's contributions **unless the person is the student's parent whose information is reported on the student's 2016–2017 FAFSA**. Amounts paid on the student's behalf also include any distributions to the student from a 529 plan owned by someone other than the student or the student's parents, such as grandparents, aunts, and uncles of the student.

Purpose: e.g. Cash, Rent, Books.	Annual Amount Received in 2015	Source

7. Additional Information. Please provide information about any other resources, benefits, and other amounts received by the student and any members of the student's household. This may include items that were not required to be reported on the FAFSA or other forms submitted to the financial aid office, and include such things as federal veterans' education benefits, military housing, SNAP, TANF, etc. If more space is needed, provide a separate page with the student's name and ID number at the top.

Name of the recipient	Type of financial support	Annual amount of financial support received in 2015
		\$
		\$
		\$

Comments:

F. Certification. Each person signing below certifies that all of the information reported is complete and correct. If married, spouse's signature is optional, unless spouse is a non-tax filer.

Student's Signature

Date

Spouse's Signature

Date

WARNING: If you purposely give false or misleading information, you may be fined, sentenced to jail or both.