2017-2018 Verification Worksheet Dependent Student

Your 2017–2018 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 and your parents reported on your FAFSA. To verify that you provided correct information the financial aid administrator at your school will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

Student's Last Name	Student's First Name	Student's M.I.	Student's Social Security Number
Student's Street Address (in	clude apt. no.)		Student's Date of Birth
City	State	Zip Code	Student's Email Address
Student's Home Phone Num	nber (include area code)		Student's Alternate or Cell Phone Number

B. Dependent Student's Family Information

A. Dependent Student's Information

List below the people in your parent(s)' household. Include:

- Yourself and your parent(s) (including a stepparent) even if you don't live with your parent(s).
- Your parent(s)' other children if your parent(s) will provide more than half of their support from July 1, 2017, through June 30, 2018, or if the other children would be required to provide parental information if they were completing a FAFSA for 2017–2018. Include children who meet either of these standards, even if they do not live with your parent(s).
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2018.

Include the name of the college for any household member, excluding your parent(s), who will be enrolled, at least half time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2017, and June 30, 2018. If more space is needed, attach a separate page with the student's name and Social Security Number at the top.

Full Name	Age	Relationship	College	Will be Enrolled at
				Least Half Time
Missy Jones (example)	18	Sister	Central University	Yes
		Self		

Student's Name:SSN:		
C. Dependent Student's Income Information to Be Verified		
1. TAX RETURN FILERS— Important Note: If the student filed, o contact the financial aid administrator before completing this section		x return, the student must
Instructions: Complete this section if the student, filed or will file verify income is by using the IRS Data Retrieval Tool that is part tool, go to FAFSA.gov, log in to the student's FAFSA record, select Information section of the form. From there, follow the instruction. Retrieval Tool to transfer 2015 IRS income tax information into the IRS income information to be available for the IRS Data Retrieval weeks for paper IRS tax return filers. If you need more information your financial aid administrator.	of FAFSA on the Web. If the studen ct "Make FAFSA Corrections," and s to determine if the student is eligi the student's FAFSA. It takes up to to Tool for electronic IRS tax return	t has not already used the dinavigate to the Financial lible to use the IRS Data wo weeks for filers, and up to eight
Check the box that applies:		
The student <u>has used</u> the IRS Data Retrieval Tool in FAFSA of information into the student's FAFSA, either on the initial FA student's school will use the IRS information that was transfer	AFSA or when making a correction	
The student <u>has not yet used</u> the IRS Data Retrieval Tool in F transfer 2015 IRS income information into the student's FAFS instructions above for information on how to use the IRS Data verification process until the IRS information has been transfer	SA once the student has filed a 201 a Retrieval Tool. The student's school.	5 IRS tax return. See
The student is <u>unable or chooses not to</u> use the IRS Data Retri to the school a 2015 IRS tax return transcript —not a photoc transcript, go to <u>www.IRS.gov</u> and click on the "Order a Retu sure to request the "IRS tax return transcript" and not the "IR Number, date of birth, and the address on file with the IRS (no IRS tax return was filed). It takes up to two weeks for IRS inco filers, and up to eight weeks for paper IRS tax return filers.	copy of the income tax return. To o urn or Account Transcript" link, or RS tax account transcript." You win ormally this will be the address use	btain an IRS tax return call 1-800-829-0922. Make Il need your Social Security d when the 2015
Check here if the student's IRS tax return transcript is a	ttached to this worksheet.	
Check here if the student's IRS tax return transcript will cannot be completed until the IRS tax return transcript h		v
2. TAX RETURN NONFILERS—Complete this section if the studer return with the IRS.	nt, will not file and is not required	to file a 2015 income tax
Check the box that applies:		
The student was not employed and had no income earned from	m work in 2015.	
The student was employed in 2015 and has listed below the national each employer in 2015, and whether an IRS W-2 form is attact student by employers. List every employer even if they did not separate page with the student's name and Social Security Number 1.	thed. Attach copies of all 2015 IRS tissue an IRS W-2 form. If more specified	W-2 forms issued to the
Employer's Name	2015 Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	\$2,000.00(example)	Yes(example)

Stι	udent's Name:	SSN:			
D.	Parent's Income Information to Be Verified—Note: If two pare instructions and certifications below refer and apply to both parents.	nts were reported in Section B	of this worksheet, the		
1	TAX RETURN FILERS— Important Note: If the student's parent(s), filed or will file, an <u>amended</u> 2015 IRS tax return the student's financial aid administrator must be contacted before completing this section.				
	Instructions: Complete this section if the student's parent(s) filed or way to verify income is by using the IRS Data Retrieval Tool that is parent already used the tool, the parent and the student should go to FAF "Make FAFSA Corrections," and navigate to the Financial Information to determine if the parent(s) is eligible to use the IRS Data Retrieval T student's FAFSA. It takes up to two weeks for IRS income information electronic IRS tax return filers, and up to eight weeks for paper IRS tax whether or how to use the IRS Data Retrieval Tool see the student's files.	art of FAFSA on the Web. If the FSA.gov, log in to the student's on section of the form. From th Tool to transfer 2015 IRS incomento be available for the IRS Datax return filers. If you need mor	e student's parent(s) has FAFSA record, select here, follow the instructions ne tax information into the nta Retrieval Tool for		
	Check the box that applies:				
	The student's parent has used the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2015 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. The student's school will use the IRS information transferred into the student's FAFSA to complete the verification process. The student's parent has not yet used the IRS Data Retrieval Tool, but will use the tool to transfer 2015 IRS income information into the student's FAFSA once the parent's IRS tax return has been filed. See instructions above for information on how to use the IRS Data Retrieval Tool. The student's financial aid administrator cannot complete verification until the parent has transferred IRS information into the student's FAFSA.				
	The parent is unable or chooses not to use the IRS Data Retrieval copy of the parent's 2015 IRS tax return transcript(s)—not pho return transcript go to www.IRS.gov and click on the "Order a Re 0922. Make sure you order the "IRS tax return transcript" and not his or her Social Security Number, date of birth, and the address used when the 2015 IRS tax return was filed). It takes up to two we electronic IRS tax return filers, and up to eight weeks for paper to 2015 tax returns were filed, 2015 IRS tax return transcripts must be	otocopies of the income tax retured the transcript of the "IRS tax account transcript" on file with the IRS (normally tweeks for IRS income information ax return filers. If the parents a	urn. To obtain an IRS tax link, or call 1-800-829- ript." The parent will need this will be the address on to be available for		
	Check here if an IRS tax return transcript(s) is attached to to	his worksheet.			
	Check here if IRS tax return transcript(s) will be submitted to the student's school later. Verification cannot be completed until the IRS tax return transcript(s) has been submitted to the school.				
2	2. TAX RETURN NONFILERS—Complete this section if the student's income tax return with the IRS.	parent(s) will not file and is no	ot required to file a 2015		
	Check the box that applies:				
	The parent(s) was not employed and had no income earned from v	work in 2015.			
	The parent(s) was employed in 2015 and has listed below the name each employer in 2015, and whether an IRS W-2 form is attached parent(s) by employer(s). List every employer even if they did not separate page with the student's name and Social Security Number	I. Attach copies of all 2015 IRS tissue an IRS W-2 form. If more	S W-2 forms issued to the		
	Employer's Name	2015 Amount Earned	IRS W-2 Attached?		
	Suzy's Auto Body Shop (example)	\$2,000.00 (example)	Yes (example)		

Certification and Signatures	
Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent must sign and date.	WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.
Student's Signature	Date
Parent's Signature	Date

SSN:

Student's Name:

E.

Do not mail this worksheet to the U.S. Department of Education. Submit this worksheet to the financial aid administrator at your school.

You should make a copy of this worksheet for your records.