

2018-19 V1 Standard Verification Worksheet

Verification Information

What is verification and why was I selected?

Verification is the process by which certain required information on the FAFSA is reviewed for accuracy and completeness.

Students are selected for verification for one of the following reasons:

- The Central Processing System found inconsistencies and/or potential errors in the student's FAFSA
- Random selection
- School selection

The Financial Aid Office will notify you if there is additional documentation needed or any other questions to be answered. After verification is complete, you will be notified about the amount of financial aid you are eligible to receive.

The Financial Aid Office cannot process your financial aid package until verification has been completed, so it is imperative that you provide the required documents as soon as possible.

Section 1 – Student Information

Name: _____

Address: _____

City, State, Zip Code: _____

Phone Number: _____

Cell Phone (if applicable): _____

Email: _____

Social Security Number: _____

Date of Birth: _____

Section 3 – Tax Forms and Income Information

Tax Filers

Filed 2016 Taxes Yes No

Used IRS Data Retrieval Tool in FAFSA Yes No

If the IRS Data Retrieval Tool is not used, an official 2016 IRS Tax Return Transcript from the IRS is required to process your FAFSA. Contact the IRS and request a copy online at www.irs.gov or call 1-800-908-9946. Please Note: Tax transcripts **are not** the same as copies of tax returns.

Non-Tax Filers

List in the box below those individuals who did not and were not required to file a 2016 federal income tax return. Also list any employer(s) and any income received in 2016 (use W-2 forms or other earnings statements).

Note: By signing this document you are certifying that you were not required to file income taxes for 2016, and both the source and amount of income earned from work as reported on the FAFSA are correct.

Student Mother (step-mother) Father (step-father)

First and Last Name	Name of Employer	Amount Earned

Untaxed Income

Both tax filers and non-tax filers must list any untaxed income received in 2016. Be sure to enter zeroes if no funds were received. Failure to complete this section will delay the processing of your financial aid.

Student and/or Spouse		Parents (including step-parent)
\$ _____	Payments to tax-deferred pensions and savings plans (paid directly or withheld from earnings) including but not limited to, amounts reported on W-2 Form Box 12a – 12d codes D, E, F,G, H and S.	\$ _____

\$ _____	IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh, and other qualified plans from IRS Form 1040 – line 28 + line 32 or 1040A – line 17.	\$ _____
\$ _____	Tax exempt interest income from IRS Form 1040 – line 8b or 1040A – line 8b.	\$ _____
\$ _____	Untaxed portions of IRA distributions from IRS Form 1040 – lines (15a minus 15b) or 1040A – lines (11a minus 11b). Exclude rollovers. If negative, enter a zero here. If entering a figure, please include a copy of the 1099R.	\$ _____
\$ _____	Untaxed portions of pensions from Form 1040 - lines (16a minus 16b) or 1040A - lines (12a minus 12b)	\$ _____



**By signing this worksheet, I (we) certify that all of the information reported on this worksheet is complete and accurate.
If dependent, at least one parent must sign.**

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

Student Signature

Date

Parent's Signature (if Dependent Student)

Date

