



2015–2016 Verification Worksheet - Independent Student

Your 2015–2016 Free Application for Federal Student Aid (FAFSA) was selected by the Department of Education for a review in a process called verification. Before determining your eligibility for financial aid, you must confirm the information you reported on your FAFSA. To ensure the information is correct, we 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.

1. **YOU MUST REVIEW, ACCURATELY COMPLETE, AND SIGN THIS WORKSHEET.**
2. **SUBMIT THE COMPLETED WORKSHEET AND OTHER DOCUMENTS IF REQUESTED BY THE FINANCIAL AID OFFICE.**

A. Independent Student's Information:

Student's Last Name	Student's First Name	Student's M.I.	Student's ID	Student's SSN
Student's Street Address (include apt. no.)			Student's Date of Birth	Student's Phone (xxx)-xxx-xxxx
City	State	Zip Code	Student's Email Address	

B. Independent Student's Household Information:

List below the names and ages of all Household Members that meet the definition here:

- ♣ Yourself.
- ♣ Your spouse, if you are married.
- ♣ Your children, if any, *if you will provide more than half of their support from July 1, 2015, through June 30, 2016, or if the child would be required to provide your information if they were completing a FAFSA for 2015-2016. Include children who meet either of these standards, even if they do not live with you.*
- ♣ Other people, *if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2016.*

Full Name <i>of each</i> Household Member	Age	Relationship	College Name (if enrolled)	Will be Enrolled at Least 1/2 Time
<i>Marty Jones(example)</i>	28	<i>Wife</i>	<i>Central University</i>	Yes
		<i>Self</i>		

C. Independent Student's (and Spouse's, if applicable) Income Information to Be Verified:

FINANCIAL INFORMATION:

DID YOU AND YOUR SPOUSE (IF MARRIED) FILE, OR ARE YOU AND YOUR SPOUSE (IF MARRIED) REQUIRED TO FILE A 2014 TAX RETURN?

- YES, A 2014 TAX RETURN HAS BEEN FILED, OR WILL BE FILED BY ME, AND MY SPOUSE (IF MARRIED). THE FOLLOWING ACTION HAS BEEN TAKEN FOR VERIFICATION OF MY TAX INFORMATION:**
 - The IRS Data Retrieval Tool on FAFSA.gov was used to transfer IRS data to the FAFSA. See instructions on page two of this worksheet. **(NOTE – THE FINANCIAL AID OFFICE MUST CONFIRM THE IRS DATA WAS RECEIVED BY THE COLLEGE BEFORE ACCEPTING THIS FORM FOR PROCESSING).**
 - 2014 taxes have been filed and I/we (if married) have attached the 2014 IRS tax return transcripts (The Financial Aid Office cannot accept photocopies of income tax returns)
 - Tax Returns will not be filed by me, or my spouse (if married) by the IRS deadline, and I/we have attached IRS Form 4868 or IRS approval of extension beyond six months, all W-2s, and estimated adjusted gross income (AGI) and estimated taxes paid for 2014. If self-employed a signed statement with the AGI and taxes paid amount is attached. **(NOTE: IF BEYOND THE EXTENSION DATE A TAX RETURN TRANSCRIPT WILL BE REQUIRED.)**

Student's Name: _____ ID: _____ SSN: _____

- NO, A 2014 TAX RETURN WAS NOT FILED BY ME AND/OR MY SPOUSE (IF MARRIED), AND I AND/OR MY SPOUSE (IF MARRIED) WAS NOT REQUIRED TO FILE DUE TO ONE OF THE FOLLOWING REASONS:**

Student – Select Applicable Statement	Spouse – Select Applicable Statement
<input type="radio"/> I, the student, was not employed and had no income earned from work in 2014.	<input type="radio"/> I, the spouse, was not employed in and had no income earned from work in 2014.
<input type="radio"/> I, the student, was employed in 2014 but not required to file - <i>Must list below all sources of income earned from work and attach all W-2 forms and/or other earning statements.</i>	<input type="radio"/> I, the spouse, was employed in 2014 but not required to file - <i>Must list below all sources of income earned from work and attach all W-2 forms and/or other earning statements.</i>

Student/Spouse	Source of Income	2014 Amount Earned	W-2 Attached?
Spouse	Suzy's Auto Body Shop (example)	\$2,000.00	Yes

Instructions for using the IRS Data Retrieval Tool at FAFSA.gov: To use the tool, go to FAFSA.gov, log in to your FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. Follow the instructions to determine if you are eligible to use the IRS Data Retrieval Tool to transfer 2014 IRS income tax information into your FAFSA. It takes up to three weeks for IRS income information to be available for the IRS Data Retrieval Tool if you electronically filed an IRS tax return, and up to eleven weeks for paper IRS tax return filers.

If unable to provide tax transcripts, use the IRS Data Retrieval Tool, or amended taxes have been filed, contact the Financial Aid Office.

Certification and Signature: I certify that all the information reported on this worksheet is complete and correct. Student's signature is required. Spouse's signature is optional. **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

Spouse's Signature

Date

Submit this worksheet to the Financial Aid Office. Make a copy of this worksheet for your records. For questions regarding any part of this worksheet, or if you have an unusual tax filing circumstance to discuss, contact the Financial Aid Office.
If additional space is needed, please attach another sheet with the student's name, SSN, and ID.