

# 2017-2018 VERIFICATION WORKSHEET INDEPENDENT

Your 2017–2018 Free Application for Federal Student Aid (FAFSA) was selected by the Department of Education for review. Complete this form so that we may continue processing your aid application. We will compare information from your FAFSA with the information on this worksheet and 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

NAME \_\_\_\_\_  
Last First MI

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Student ID Number  
 Last 4 digits of Student's SSN \_\_\_\_\_

## B. Independent Student's Household Information

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

1. Yourself
2. Your spouse, if you are married
3. Your children, if any, if you will provide more than half of their support from July 1, 2017, through June 30, 2018, or if the child would be required to provide your information if they were completing a FAFSA for 2017-2018. Include children who meet either of these descriptions, even if they do not live with you.
4. 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, 2017.

NOTE: DO NOT INCLUDE PARENT COLLEGE INFORMATION BELOW. IF IT IS LISTED IT WILL BE DISREGARDED.

Full Name of each Household Member	Age	Relationship	College Name (if enrolled)	Will be Enrolled at Least 1/2Time
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>	<i>Central University</i>	<i>Yes</i>
		<i>Self</i>		



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

Select one box from the five choices in the appropriate column below depending on your marital status:

Single, Unmarried, or Divorced/Separated Students Must Select One	Married Students (Spouse's Information Required) Must Select One
<p>_____ I filed a 2015 federal income tax return and used the IRS Data Retrieval Tool on my FAFSA. <b>***Note: The Financial Aid Office must confirm the IRS Data was received via the FAFSA before this form will be processed. Instructions for using this tool are on the next page.</b></p>	<p>_____ We filed a 2015 federal income tax return and used the IRS Data Retrieval Tool on my FAFSA. <b>***Note: The Financial Aid Office must confirm the IRS Data was received via the FAFSA before this form will be processed. Instructions for using this tool are on the next page.</b></p>
<p>_____ I filed a 2015 federal income tax return but did not use or could not use the IRS Data Retrieval Tool on my FAFSA. I have attached the required copy of my 2015 IRS Tax Return Transcript (not a copy of the filed tax return).</p>	<p>_____ We filed a 2015 federal income tax return (or returns, if filed separately) but did not use or could not use the IRS Data Retrieval Tool on my FAFSA. I have attached the required copy/copies of our 2015 IRS Tax Return Transcript(s) (not a copy of the filed tax return).</p>
<p>_____ I earned income but did not file, nor was I required to file, a 2015 federal income tax return. As required I am attaching copies of all 2015 W2s, 1099s, and other wage statements. <b>MUST COMPLETE SECTION D</b></p>	<p>_____ We earned income but did not file, nor were we required to file, 2015 federal income tax returns. As required we are attaching copies of all 2015 W2s, 1099s, and other wage statements. <b>MUST COMPLETE SECTION D</b></p>
<p>_____ I have been granted a 2015 income tax filing extension. As required, I have attached a copy of IRS Form 4868 and all earning statements (W2s, 1099s, etc.). If self-employed, I have also included a signed statement with estimates of AGI and taxes paid. <b>Note: If the extension date has passed we will require a copy of the IRS Tax Return Transcript.</b></p>	<p>_____ We have been granted a 2015 income tax filing extension. As required, We have attached a copy of IRS Form 4868 and all earning statements (W2s, 1099s, etc.). If self-employed, we have also included a signed statement with estimates of AGI and taxes paid. <b>Note: If the extension date has passed we will require a copy of the IRS Tax Return Transcript.</b></p>
<p>_____ I was not employed in 2015 and earned no income from work.</p>	<p>_____ I/We was/were not employed in 2015 and earned no income from work.</p>

Student's Name \_\_\_\_\_

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Student ID Number

**\*\*\*Instructions for using the IRS Data Retrieval Tool at [www.fafsa.gov](http://www.fafsa.gov):** To use the tool, go to [www.fafsa.gov](http://www.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 2015 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, or up to eleven weeks for paper IRS tax return filers.

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



**D. Sources of earned income and amounts from 2015 below:**

Only complete this section if you, and/or your spouse did not and will not file taxes for 2015

Source of Income	Name of Income Earner	Student or Spouse	2015 Total Amount Earned	W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>Suzy Smith</i>	<i>Mother</i>	<i>\$2,000.00</i>	<i>Yes</i>

**Certification and Signature:** Each person signing this worksheet certifies that all the information reported on this worksheet is complete, correct, and the required attachments are provided. The student and one parent must sign and date this section.

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

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Spouse's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Submit this worksheet to the Financial Aid Office. You should make a copy of this worksheet for your records.**

