Your 2015-2016 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 spouse (if married) 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 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.

**A. Independent Student’s Information**

<table>
<thead>
<tr>
<th>Student’s Last Name</th>
<th>Student’s First Name</th>
<th>MI</th>
<th>Student’s SSN or ID Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student’s Street Address (include apt. no.)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City</td>
<td>State</td>
<td>Zip</td>
<td></td>
</tr>
</tbody>
</table>

| Student’s Phone Number | Student’s Alternate or Cell Phone Number |

**B. Independent Student’s Family Information**

Number of Household Members: List below the people in the students’ household. Include:

- The student.
- The student’s spouse, if the student is married.
- 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, 2015, through June 30, 2016, even if the children do not live with the 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 support through June 30, 2016.

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 any time between July 1, 2015, and June 30, 2016, include the name of the college.

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

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Age</th>
<th>Relationship</th>
<th>College</th>
<th>Will be Enrolled at Least Half Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Missy Jones (example)</td>
<td>28</td>
<td>Spouse</td>
<td>Central University</td>
<td>Yes</td>
</tr>
</tbody>
</table>
C. Independent Student’s Income Information to Be Verified

1. TAX RETURN 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 2014 or had a change in marital status after the end of the 2014 tax year on December 31, 2014.

Instructions: Complete this section if the student and spouse filed or will file a 2014 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 2014 income information that was transferred into the student’s FAFSA using the IRS DRT if that information was not changed.

In most cases, for electronic tax return filers, 2014 IRS income tax return information for the IRS DRT is available within 2–3 weeks after the 2014 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2014 paper IRS income tax returns, the 2014 IRS income tax return information is available for the IRS DRT within 8–11 weeks after the 2014 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.

Check the box that applies:

☐ The student has used the IRS DRT in FAFSA on the Web to transfer 2014 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 2014 IRS income tax return information into the student’s FAFSA once the 2014 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 2014 IRS Tax Return Transcript(s).

To obtain a 2014 IRS Tax Return Transcript, go to www.IRS.gov and click on the “Get Transcript of Your Tax Records” link. Make sure to request the “IRS Tax Return Transcript” and not the “IRS Tax Account Transcript.” Use the Social Security Number (or the IRS individual taxpayer identification number) and the date of birth of the first person listed on the 2014 IRS income tax return, and the address on file with the IRS (normally this will be the address used on the 2014 IRS income tax return). In most cases, for electronic filers, a 2014 IRS Tax Return Transcript may be requested from the IRS within 2–3 weeks after the 2014 IRS income tax return has been accepted by the IRS. Generally, for filers of 2013 paper IRS income tax returns, the 2014 IRS Tax Return Transcript may be requested within 8–11 weeks after the 2014 paper IRS income tax return has been received by the IRS.

If the student and spouse filed separate 2014 IRS income tax returns, 2014 IRS Tax Return Transcripts must be provided for both.

☐ Check here if a 2014 IRS Tax Return Transcript(s) is provided.

☐ Check here if a 2014 IRS Tax Return Transcript(s) will be provided later.

2. TAX RETURN NONFILERS

Instructions: Complete this section if the student and spouse (if married) will not file and are not required to file a 2014 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 2014.

☐ The student and/or spouse were employed in 2014 and have listed below the names of all employers, the amount earned from each employer in 2014, and whether an IRS W-2 form is attached. Attach copies of all 2014 IRS W-2 forms issued to the student and spouse by employers. List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student’s name and Social Security Number at the top.

<table>
<thead>
<tr>
<th>Employer’s Name</th>
<th>2014 Amount Earned</th>
<th>IRS W-2 Attached?</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABC Shipping (example)</td>
<td>$1,280</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>
D. Other Information to Be Verified

1. Check the appropriate box below:

☐ No one listed in the household received SNAP benefits in 2014.

☐ One of the persons listed in household received SNAP benefits in 2014. If asked by the student’s school, I will provide documentation of the receipt of SNAP benefits during 2014.

2. Check the appropriate box below:

☐ No child support was paid for individuals outside of the household in 2014.

☐ The student or student’s spouse listed in Section B of this worksheet paid child support in 2014. Indicate below the name of the person who paid the child support, the name of the person to whom the child support was paid, the names of the children for whom child support was paid, and the total annual amount of child support that was paid in 2014 for each child. If asked by the school, I will provide documentation of the payment of child support. If you need more space, attach a separate page that includes the student’s name and Social Security Number at the top.

<table>
<thead>
<tr>
<th>Name of Person Who Paid Child Support</th>
<th>Name of Person to Whom Child Support was Paid</th>
<th>Name of Child for Whom Support Was Paid</th>
<th>Amount of Child Support Paid in 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joe Jones</td>
<td>Jane Doe</td>
<td>Jake Jones</td>
<td>$6,000</td>
</tr>
</tbody>
</table>

E. High School Completion Status

You must submit documentation of high school completion or an equivalent along with this worksheet. Check the box of the document you will attach to this worksheet:

☐ High school diploma or high school transcript including graduation date.

☐ A copy of the student’s General Educational Development (GED) certificate, an official GED transcript that indicates the student passed the exam, or a state-authorized high school equivalent certificate

☐ For students who completed secondary education in a foreign country, a copy of the “secondary school leaving certificate” or other similar document.

☐ Academic transcript of a successfully completed two-year program acceptable for full credit toward a bachelor’s degree.

☐ For a homeschooled student from a state where state law requires the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.

☐ For a homeschooled student from a state where state law does not require the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by the student’s parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting.
F. Documentation of Identity/Statement of Educational Purpose

In order to complete the Verification process, you will need to appear in person at your postsecondary institution and present your government issued ID (such as a driver’s license, military ID, passport, etc.) and this verification worksheet to an institutionally authorized financial aid administrator. Your financial aid administrator will need to validate the statement below at the time of submission by maintaining a copy of your photo ID and by providing a signature and date. **If you cannot appear in person to submit this worksheet, you will need to provide a copy of your government issued ID and this worksheet notarized by a public notary.**

Statement of Educational Purpose

I certify that I ____________________________________________________ am the individual signing this Statement of Educational Purpose and

Printed Student’s Name

that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending

_________________________________________________________________________________________________ for 2015-2016.

Name of Postsecondary Educational Institution

_________________________________________ Date ____________________________

Student’s Signature Financial Aid Administrator’s Signature

Notary’s Certificate of Knowledge

State of __________________ City/County of __________________ On ____________

Notary’s Name printed name of signer

And approved to me on basis of satisfactory evidence of identification

Type of government-issued photo ID provided

To be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal

_________________________________________ Date Commission Expires

Notary Signature

(Seal)
G. Certification and Signatures

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. **WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

The student must sign and date this form.

__________________________  ____________________________
Student’s Signature                  Date

__________________________  ____________________________
Spouse’s Signature (optional)        Date

*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.*