



Verification Form 2017-2018

Financial Aid Office
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1600 S. 25th E. Idaho Falls, Idaho 83404

First Name	Last Name	Student ID or SSN	Phone Number

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 reported on your FAFSA. To verify that you provided correct information the financial aid office 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 Office. If you have questions about verification, contact our office as soon as possible so that your financial aid will not be delayed.

- ❖ **Complete Sections 1-2 and sign the Verification Worksheet. Make sure to carefully read all instructions as errors can delay processing of your financial aid.**
- ❖ **Submit the completed worksheet along with copies of 2015 IRS Tax Return Transcripts (if requested-See section 2) and any other documents to the Financial Aid Office.**

Section 1 – Household Information

Write the student’s name and the names of all family members in the household, age, relationship to student, college, and enrollment status.

If you are **Independent** you will include the following:

- Yourself, and your spouse if you have one, and
- An unborn child may be listed if it will be born by June 30, 2018 (give the “due date” instead of age), and;
- 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 their support from July 1, 2017 through June 30, 2018.

Note: You are **DEPENDENT** if:

- You were born after January 1, 1994,
- As of today you are not married, at the beginning of the 2017-2018 school year
- You will not be working on a master’s degree,
- You are not currently serving on active duty in the U.S. Armed Forces
- You do not have children who receive more than half their support from you or other dependents who live with you and do not receive half their support from you.

If you are **Dependent** you will include the following:

- Yourself
- Your parent(s) – including biological, adoptive, and/or step-parent if applicable, 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 between July 1, 2017 and June 30, 2018 or the children would be required to provide parental information if they were completing a 2017-2018 FAFSA. 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

Full Name	Age	Relationship to Student	College Attending

Section 2 – Tax Forms and Income Information

All tax filers must submit a copy of their **2015 IRS Tax Return Transcript** unless they have or will transfer their 2015 Federal Tax /return information onto the FAFSA using the IRS Data Retrieval Tool (IRS DRT). Please **DO NOT** submit copies of your 2015 Federal 1040, 1040A, or 1040EZ Tax Return, any IRS schedules (A, B, C, etc.) or State Tax Returns.

Student	Spouse (if applicable)	Mark the box that best fits your situation.	Parent(s) If dependent student
		Yes , I have filed a 2015 Tax Return and I have used the IRS DRT in <i>FAFSA on the Web</i> to transfer 2015 IRS income tax return information into the <i>FAFSA</i> .	
		Yes , I have filed a 2015 Tax Return and I WILL USE the IRS DRT in <i>FAFSA on the Web</i> to transfer 2015 IRS income tax return information into the <i>FAFSA</i> .	
		<p>Yes, I have filed a 2015 Tax Return and am UNABLE OR CHOOSE NOT TO USE the IRS DRT in the <i>FAFSA</i> and instead will provide the school a 2015 IRS Tax Return Transcript(s).</p> <p>A 2015 IRS Tax Return Transcript may be obtained through</p> <ul style="list-style-type: none"> ➤ "Internet at http://www.irs.gov/Individuals/Get-Transcript <ul style="list-style-type: none"> ○ Select "Get Transcript Online" This link will allow you to print out your Tax Return Transcript. ○ Select "Get Transcript by Mail" This link will allow you to order a transcript by mail. You will need to request a Tax Return Transcript. ➤ Phone by calling 1-800-908-9946 	
		No , I did not have any taxable income in 2015.	
		<p>No, I did not file a 2015 Federal Tax Return but I earned taxable income for 2015.</p> <ul style="list-style-type: none"> ➤ Submit all 2015 W-2 form and other earnings statement. ➤ Fill out box below titled Income for Nontax Filers. 	

Income for Nontax filers

Complete this section if the student/spouse or parent will not file and are not required to file a 2015 income tax return with the IRS.

Employee's Name	Employer's Name	2015 Income	IRS W-2 Attached?	Indicate Student or Parent
		\$		
		\$		
		\$		
		\$		

Certifications and Signatures

Each person signing this form certifies that all of the information reported is complete and correct. The student and one parent (if dependent student) whose information was reported on the FAFSA must sign and date.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____
(If applicable-dependent students)