Your 2014-2015 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 must ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information, the Office of Financial Aid will compare your FAFSA with information requested on this worksheet as well as your tax transcripts. If there are differences, your FAFSA information may need to be corrected. You and at least one parent must sign this worksheet, attach any required documents, and submit the form and other required documents (if requested) to the Office of Financial Aid. If you have any questions regarding verification, please contact the Office of Financial Aid as soon as possible.

I: Student Non-Tax Filers:

Complete this section if you, the student, will not file and are not required to file a 2013 income tax return with the IRS.

Check the box that applies:

☐ The student was not employed and had no income earned from work in 2013.

☐ The student was employed in 2013 and has listed below the names of all employers, the amount earned from each employer in 2013, and whether an IRS W-2 form is provided. [Provide copies of all 2013 IRS W-2 forms issued to the student by their employers]. List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, provide a separate page with the student’s name and ID number at the top.

<table>
<thead>
<tr>
<th>Employer’s Name</th>
<th>2013 Amount Earned</th>
<th>IRS W-2 Provided?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suzy’s Auto Body Shop (example)</td>
<td>$2,000.00</td>
<td>Yes</td>
</tr>
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II: Student Tax Filers:

Instructions: Complete this section if the student filed or will file a 2013 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 2013 IRS income tax return information that was transferred into the student’s FAFSA using the IRS DRT if that information was not changed.
In most cases, for electronic filers, 2013 IRS income tax return information for the IRS DRT is available within 2–3 weeks after the 2013 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2013 paper IRS income tax returns, the 2013 IRS income tax return information is available for the IRS DRT within 8–11 weeks after the 2013 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](https://www.FAFSA.gov) to transfer 2013 IRS income tax return information into the student’s FAFSA.

- **The student** has not yet used the IRS DRT in [FAFSA on the Web](https://www.FAFSA.gov), but will use the tool to transfer 2013 IRS income tax return information into the student’s FAFSA once the 2013 IRS income tax return has been filed.

- **The student** is unable or chooses not to use the IRS DRT in [FAFSA on the Web](https://www.FAFSA.gov), and instead will provide the school a 2013 IRS Tax Return Transcript(s). (signature not required)

  To obtain a 2013 IRS Tax Return Transcript, go to [www.IRS.gov](https://www.IRS.gov) and click on the “Get Transcript of Your Tax Records” and follow the instructions to receive your Transcripts online or by mail.

  ___ Check here if a 2013 IRS Tax Return Transcript(s) is provided.

  ___ Check here if a 2013 IRS Tax Return Transcript(s) will be provided later.

### III. Parent(s) Tax Filers:

**Important Note:** The instructions below apply to each parent included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2013 or had a change in marital status after the end of the 2013 tax year on December 31, 2013.

**Instructions:** Complete this section if the parents filed or will file a 2013 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](https://www.FAFSA.gov). In most cases, no further documentation is needed to verify 2013 IRS income tax return information that was transferred into the student’s FAFSA using the IRS DRT if that information was not changed.

In most cases, for electronic filers, 2013 IRS income tax return information for the IRS DRT is available within 2–3 weeks after the 2013 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2013 paper IRS income tax returns, the 2013 IRS income tax return information is available for the IRS DRT within 8–11 weeks after the 2013 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 parent(s) has used the IRS DRT in FAFSA on the Web to transfer 2013 IRS income tax return information into the student’s FAFSA.

☐ The parent(s) has not yet used the IRS DRT in FAFSA on the Web, but will use the tool to transfer 2013 IRS income tax return information into the student’s FAFSA once the 2013 IRS income tax return has been filed.

☐ The parent(s) is unable or chose not to use the IRS DRT in FAFSA on the Web, and instead will provide the school a 2013 IRS Tax Return Transcript(s). (signature not required)

To obtain a 2013 IRS Tax Return Transcript, go to www.IRS.gov and click on the “Get Transcript of Your Tax Records” and follow the instructions to receive your Transcripts online or by mail.

If the parents filed separate 2013 IRS income tax returns, 2013 IRS Tax Return Transcripts must be provided for both.

IV. Parent(s) Non-Tax Filers:

Important Note: The instructions and certifications below apply to each parent included in the household. Complete this section if the parents will not file and are not required to file a 2013 income tax return with the IRS.

Check the box that applies:

☐ Neither parent was employed and had no income earned from work in 2013.

☐ One or both parents were employed in 2013 and have listed below the names of all employers, the amount earned from each employer in 2013, and whether an IRS W-2 form is provided. [Provide copies of all 2013 IRS W-2 forms issued to the parents by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

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

<table>
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<td>Yes</td>
</tr>
<tr>
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</tr>
</tbody>
</table>
Student’s Last Name  First name  Middle  Student’s ID#

V. Number of Household Members and Number in College:

Please list below the people in your parents’ household. Only Include:

- The student.
- The parents (including a stepparent) even if the student doesn’t live with the parents.
- The parents’ other children if the parents will provide more than half of their support from July 1, 2014, through June 30, 2015, or if the other children would be required to provide parental information if they were completing a FAFSA for 2014–2015. Include children who meet either of these standards even if the children do not live with the parents.
- Other people if they now live with the parents and the parents provide more than half of their support and will continue to provide more than half of their support through June 30, 2015.

For any household member, excluding the parents, 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, 2014, and June 30, 2015, 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 (Yes or No)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self</td>
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Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.

VI. Child Support Paid:

Instructions: If you or your parents paid child support in 2013 complete this section.

List below the names of the persons who paid child support, the names of the persons to whom the child support was paid, the names of the children for whom the child support was paid, and the total annual amount of child support that was paid in 2013 for each child.

<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 2013</th>
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Note: If we have reason to believe that the information regarding child support paid is not accurate, we may require additional documentation, such as:

- A copy of the separation agreement or divorce decree that shows the amount of child support to be provided;
- A statement from the individual receiving the child support certifying the amount of child support received; or
- Copies of the child support payment checks or money order receipts.
VII. Child Support Received:

Instructions: If you or your parents received child support in 2013 complete this section.
List below the names of the persons who paid child support, the names of the persons from whom the child support was received, the names of the children for whom the child support was received, and the total annual amount of child support that was received in 2013 for each child.

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

<table>
<thead>
<tr>
<th>Name of Person Who Received Child Support</th>
<th>Name of Person from Whom Child Support was Received</th>
<th>Name of Child for Whom Support Was Received</th>
<th>Amount of Child Support Received in 2013</th>
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VIII. SNAP Benefits Received:

By checking the statement below you and your parents certify that a member of your parents’ household, received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2013 or 2014. SNAP may be known by another name in some states. For assistance in determining the name used in a state, please call 1-800-4FED-AID (1-800-433-3243).

The parents’ household includes:
- The student.
- The parents (including a stepparent) even if the student doesn’t live with the parents.
- The parents’ other children if the parents will provide more than half of their support from July 1, 2014, through June 30, 2015, or if the other children would be required to provide parental information if they were completing a FAFSA for 2014–2015. Include children who meet either of these standards even if the children do not live with the parents.
- Other people if they now live with the parents and the parents provide more than half of their support and will continue to provide more than half of their support through June 30, 2015.

Note: If we have reason to believe that the information regarding the receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefits in 2013.

_____I certify that I, or a member of my household, received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2013.

_____I did not receive SNAP benefits, nor did a member of my household receive SNAP benefits during 2013. (If you indicated you received SNAP benefits on your FAFSA we will make a change on your FAFSA based on this information.)

Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct.
The student and one parent whose information was reported on the FAFSA must sign and date below.

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