VERD-7

2016-2017 Dependent Verification Worksheet Vincennes University

Student Financial Services
1002 N. 1st St., Vincennes, IN 47591
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E-mail: fa@vinu.edu

Student Name _____ ID#_____

Street Address _____ City _____ State_____ Zip _____

Phone or cell # _____ E-mail _____

The FAFSA Central Processing Service has identified you for a process called verification. This requires you to provide the following information before we can provide any federal or state financial aid. We will correct any information on your FAFSA based on these answers.

STEP 1: Complete the chart below by listing:

- ✓ Yourself and your parents, even if you don't live with them. (If your custodial parent on the FAFSA is divorced and now remarried, include your stepparent too. Don't list your other biological parent or his/her spouse.)
- ✓ Your parents' other children, even if they don't live with your parents, **if your parents will provide more than half of their support from July 1, 2016, through June 30, 2017,** or if the children would be required to include parent data if they were filling out a 2016-2017 FAFSA.
- ✓ Any others for whom your parents **will provide more than half support** July 1, 2016, through June 30, 2017.
- ✓ Provide a college name in the ***College*** column if that person will be attending half time or more during the 2016-2017 academic year. (At least 6 credits per semester is the usual requirement for half-time status.)

Family Member Full Name	Date of Birth	Relationship	College (attending half time or more)
		Self	Vincennes University
		Parent	XXXXXXXXXXXXX
		Parent	XXXXXXXXXXXXX

STEP 2: **Step 2a** is for whoever (student/parents) filed a 2015 federal tax return. **Step 2b** (on p. 2) is for whoever did not have to file a 2015 federal tax return.

Step 2a. Here are two ways you can verify your tax information. In general, either should be available within 2 weeks if you filed your tax return electronically or 8 weeks if you filed by mail. ***Federal student aid regulations on verification do not allow us to accept copies of your tax return (1040, 1040A, 1040EZ).***

1. To use the FAFSA IRS Data Retrieval tool: Return to www.fafsa.gov, select *Make FAFSA Corrections*, use the IRS Data Retrieval Tool in the financial information section. ***Make no changes to the transferred IRS data.*** **If you choose this method, please wait to return this verification worksheet until you have used the IRS Retrieval Tool on your FAFSA.** (Parents, if you filed married, filing separately, you cannot use this method; rather you must submit tax return transcripts of **both** returns as explained in #2 below.)

OR

2. To obtain your 2015 ***IRS tax return transcript,*** go to www.irs.gov/Individuals/Get-Transcript and request it. Or you can call the IRS's automated phone service at 800-908-9946. **If you choose to receive the transcript first, please do not send us this verification form without the IRS tax return transcript.** You may mail or fax them to our office.

Student Name_____

Student ID# _____

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2b. If you did not have to file a 2015 federal tax return, complete this section.

Student:

- ✓ _____ Initial here if you did not work for pay anywhere in 2015.
- ✓ **OR** if you earned even a small amount, record it in the table here. **List every employer** (even if they did not provide a W-2), list the amount earned from each, and attach a copy of an IRS W-2 from each. If you have lost your W-2s, get them at www.irs.gov/transcript. Print or request "Wage & Income Transcripts."

Employer's Name	2015 Amount Earned	If W-2 is not attached, explain why.
EXAMPLE: My neighbor, J. Smith	$400.00	No. Paid in cash for mowing lawn.

Parents:

- ✓ _____ Initial here if you did not work for pay anywhere in 2015.
- ✓ **OR** if you earned even a small amount, record it in the table here. **List every employer** (even if the employer did not provide a W-2), list the amount earned from each, and attach a copy of an IRS W-2 from each. If you have lost your W-2s, get them at www.irs.gov/transcript. Print or request "Wage & Income Transcripts."

Employer's Name	2015 Amount Earned	If W-2 is not attached, explain why.

Step 3. _____ Yes **or** _____No

Did you or anyone listed in Step 1 receive Supplemental Nutrition Assistance Program (SNAP) benefits (formerly known as food stamps) during either 2014 or 2015?

Step 4. _____ Yes **or** _____No

Did you or your parent(s) **who are listed in Step 1 pay** child support in 2015? If *yes*, complete the table below.

Who paid the support	Adult whom you paid	Child's name	Age	Amt. in 2015
EXAMPLE: Chris Smith	Marty Jones	Terry Smith	3	$4800.00

Read and sign below.

- Please return all documents together as soon as possible. If you wait to submit documents until after the end of semester or after you have withdrawn, you may not be eligible for any federal or state financial aid.
- If the requirement for verification or the results of verification yield a change in an award you have already received, we will notify you to check your MyVU account to see the most up-to-date amounts.
- **Purposely giving false or misleading information may result in fines, jail sentence, or both.**

By signing below, I affirm that all the information on pages 1 and 2 is complete and correct.

Student signature_____ **Date**_____

Parent signature_____ **Date**_____

RECHECK THIS: Have you completed Step 1, Step 2a or 2b, Step 3, and Step 4?

After you turn in this form, please DO NOT make any changes to your FAFSA.