

2017–2018 Federal Verification Worksheet

Your Application was selected by the U.S. Department of Education for a review in a process called “verification.” In this process we are required by federal law (34 CFR, Part 668) to compare the information from your application with the information provided on this form and on your 2015 federal tax forms (and your spouse’s if you are married, or parents’ if you are considered dependent for federal aid purposes).

We cannot process your financial aid until verification has been completed, so please provide the required documents as soon as possible.

WHAT YOU NEED TO DO:

1. If you (and your spouse if you are married, or parent(s) if you are considered dependent for federal aid purposes) used the IRS Data Retrieval Tool when completing your FAFSA and did not make any changes to that information, a 2015 IRS Tax Return Transcript is not necessary.
2. If you (and your spouse if you are married, or parent(s) if you are considered dependent for federal aid purposes) did not use the IRS Data Retrieval Tool or you made changes after the IRS Data Retrieval, contact the IRS at www.irs.gov or call 1.800.908.9946 to obtain a 2015 Tax Return Transcript (this may take up to three weeks to obtain).
3. If you (or your spouse if you are married, or parent(s) if you are considered dependent for federal aid purposes) did not and are not required to file an IRS 1040, you (or your spouse if you are married, or parent(s) if you are considered dependent for federal aid purposes) must affirm that you are not required to file an IRS 1040 and include a copy of 2015 W-2 forms from all employers.
4. Submit this completed worksheet, tax transcripts (if applicable), W-2s, and any other documents to the Financial Aid Office.

A. STUDENT INFORMATION

LAST NAME	FIRST NAME	M.I.	
PHONE NUMBER (INCLUDE AREA CODE)	SOCIAL SECURITY NUMBER	DATE OF BIRTH	
ADDRESS (INCLUDE APT. #)	CITY	STATE	ZIP CODE

B. FAMILY INFORMATION

- INDEPENDENT STUDENTS (STUDENT WHO DID NOT NEED TO PROVIDE PARENT INFORMATION ON THE FAFSA):** List the people in your household, include: (a) yourself, and your spouse if you have one; (b) your children, if you provide more than half of their support from July 1, 2017 through June 30, 2018; and (c) 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 from July 1, 2017 through June 30, 2018.
- DEPENDENT STUDENTS (STUDENTS WHO DID NEED TO PROVIDE PARENT INFORMATION ON THE FAFSA):** List the people in your parents’ household, include: (a) yourself and your parent(s) (including stepparent) even if you don’t live with your parent(s); and (b) your parent(s) other children, even if they don’t live with your parent(s), if (1) your parent(s) provide more than half of their support from July 1, 2017 through June 30 2018, or (2) the children would be required to provide parental information when applying for Federal Student Aid; and (c) 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 from July 1, 2017 through June 30, 2018.

WRITE THE NAMES OF ALL HOUSEHOLD MEMBERS. Dependent students must include legal (biological or adoptive) parents if the parents live together, regardless of the marital status or gender of the parents. Also write in the name of the college for any family member who will be attending at least half-time between July 1, 2017 through June 30, 2018, and will be enrolled in a degree, diploma, or certification program. If you need more space, attach a separate page.

FULL NAME	AGE	RELATIONSHIP	COLLEGE
		Self	MECA

