

2016-2017 Verification Worksheet

Independent Student

Your 2016-2017 Free Application for Federal Student Aid (FAFSA) was selected by the US Department of Education for review in a process called **verification**. Federal regulations state that we may ask you to confirm the information reported on your FAFSA before awarding Federal Student Aid. The documentation we are requesting is used to verify that you provided correct, accurate and complete information on your initial FAFSA application.

A. Independent Student's Information

Your Last Name Your First Name Your M.I. Your Social Security Number

Your Cell Phone Number

May we text you at this number Yes No

B. Independent Student's Family Information

List below the people in your household. Include:

- Yourself
- Your spouse, if you are married
- Your children, if any, if you will provide more than half of their support from July 1, 2016 through June 30, 2017, or if the other children would be required to provide your information if they were completing a FAFSA for 2016-2017. Include children who meet either of these standards, even if they do not live with you and your spouse.
- Other people if they now live with you, and your spouse, and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2017

Include the name of the college for any household member who will be enrolled, at least half time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2016 and June 30, 2017. If more space is needed, attach a separate page with the student's name and Social Security Number at the top.

Full Name	Age	Relationship	College	Will Enroll at least ½ time
Student (yourself)_____		Self	University of the Cumberland	

Instructions for SECTIONS C and D: If you have filed or will file a 2015 federal income tax return we must verify that data. The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web. You may do this step through www.FAFSA.gov. Log in to the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to use the DRT. If you do this, we will not need a tax return transcript. If you are unable to use the IRS DRT, we will need an IRS tax return transcript. Go to the IRS website, www.IRS.gov/Individuals/Get-Transcript, and select "get transcript by mail." You may also submit a paper request by mailing the IRS Form 4506T-EZ or IRS Form 4506-T or call 1-800-908-9946 and request an "IRS tax return transcript". If you choose the phone option, it may take several weeks to receive this by mail and will delay your financial aid award. Whichever option you choose, it is best to have a copy of the tax return with you. You will need to enter information exactly as it appears on that tax return.

C. Independent Student's Income Information to Be Verified

Check the one box which applies to you, the STUDENT APPLICANT and SPOUSE (if applicable):

I/we, have used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2015 IRS income information into the student's FAFSA.

I/we, have not yet used the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to retrieve and transfer 2015 IRS income information into the student's FAFSA, once the student has filed a 2015 IRS Tax Return.

I/we, am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and instead will provide the school with a 2015 IRS Tax Return Transcript—not a photocopy of the income tax return.

Check here if the student's IRS tax return transcript is attached to this worksheet.

Check here if the student's IRS tax return transcript will be submitted to us later. Verification cannot be completed until the IRS Tax Return Transcript has been submitted to us.

I/we, have not and was not required to file a Federal Income Tax Return for 2015. Check the box that applies:

I/we, was not employed and had no income earned from work in 2015.

I/we, was employed in 2015 and have listed below the names of all the student's employers, the amount earned from each employer in 2015. Indicate if you are attaching an IRS W-2 form for each place of work.

Employer's Name	Total Gross 2015 Earnings	Is the W-2 Attached?
AtoZ Auto Body and Repair – Clarksburg, KY	2000.00 (example)	Yes (example)

D. Certification and Signatures

Each person signing below certifies that all of the information reported is complete and correct.

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

Student's Signature

Date

Spouse's Signature (if applicable)

Date

You should keep a copy of this worksheet and return the original to University of the Cumberland as soon as possible.