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## 2018-2019 Independent Verification Worksheet

Your 2018-2019 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law states that before awarding and/or disbursing Federal Student Aid, we must ask you to confirm the information you and your spouse reported on your FAFSA. To verify that you provided correct information we will compare your FAFSA with the information on this worksheet and other required documents. If there are differences, your FAFSA information may need to be corrected or we may ask for additional information to resolve discrepancies. You must complete and sign this worksheet and attach any required documents by the deadline communicated to you by the Office of Financial Aid. If you have questions about verification, contact us as soon as possible so that the release of your financial aid will not be delayed or reduced.

STUDENT INFORMATION	
Student Name:	
Banner ID:	
Date:	

CERTIFICATION AND SIGNATURE	
The person signing this worksheet certifies that all of the information reported on it is complete and correct.	
STUDENT'S SIGNATURE _____	DATE _____

FAMILY GRID	
In the grid below, include the following people in <b>your household</b> : (if more space is needed, attach a separate page with your name and Banner ID number at the top).	
<ul style="list-style-type: none"> <li>• <b>You the student</b></li> <li>• <b>Your Spouse</b> (if married)</li> <li>• <b>Your Children</b> <ul style="list-style-type: none"> <li>○ Include your children/step-children if you will provide more than half of their support from 7/1/2018 through 6/30/2019 even if they do not live with you.</li> </ul> </li> <li>• <b>Other People</b> <ul style="list-style-type: none"> <li>○ Include other people (i.e. grandparents, cousins) if they now live with you, provide more than half of their support and will continue to provide more than half of their support through 6/30/2019.</li> </ul> </li> </ul>	

FULL NAME	AGE	RELATION TO STUDENT	COLLEGE ATTENDING IN 2018-2019	UNDERGRADUATE OR GRADUATE PROGRAM?	WILL BE ENROLLED AT LEAST HALF-TIME?
		SELF	PROVIDENCE COLLEGE		

**STUDENT INCOME - CHECK ONLY ONE CIRCLE**

I have filed a 2016 Federal Income Tax Return and used (or will use) the IRS Data Retrieval Tool (IRS DRT) which includes my spouse's income, if applicable, and W-2's.

*IRS Data Retrieval:* The best way to verify income for tax filers is by using the IRS DRT that is part of FAFSA on the Web at FAFSA.gov (select 'Make a Correction'). You can use this tool 2-3 weeks after you electronically submit your taxes (or 8-11 weeks by paper). If you are not eligible to use the IRS DRT follow the IRS Tax Transcript instructions below.

I have filed a 2016 Federal Tax Return and will submit (or is attached) to the school a 2016 IRS Tax Return Transcript, which includes my spouse's income, if applicable, and W-2's.

*Transcript Request:* Go to [www.irs.gov/transcript](http://www.irs.gov/transcript) and select 'Get Transcript ONLINE' or 'Get Transcript by MAIL.' The online option will present security questions comprised of information from prior tax years. By mail option requires you to present your social security number, date of birth, and your exact address used on your 2016 tax return. If a 2016 amended tax return was filed, you must *also* submit a signed copy of the IRS Form 1040X and a paper copy of the IRS Tax Return Transcript—the DRT is not acceptable.

I am NOT filing a 2016 Federal tax return because I (and my spouse) did not earn enough and am not required to file. My W-2's are attached, and an official IRS confirmation statement of non-filing is provided (or will be provided.)

*Non-Filer Statement:* You must provide documentation from the IRS dated on or after October 1, 2017 that indicates a 2016 IRS income tax return was not filed with the IRS. An IRS confirmation statement of non-filing is obtained by completing an IRS Form 4506-T and checking box 7. A copy of the 4506-T form is available on our website.

Employer's Name	Total Amount Earned	Was there a W-2 Issued? (Y or N)	W-2 Attached? (Y or N)

I am NOT filing a 2016 Federal tax return because I (and my spouse) did not work during 2016 and an official IRS confirmation statement of non-filing is provided (or will be provided.)

*Non-Filer Statement:* You must provide documentation from the IRS dated on or after October 1, 2017 that indicates a 2016 IRS income tax return was not filed with the IRS. An IRS confirmation statement of non-filing is obtained by completing an IRS Form 4506-T and checking box 7. A copy of the 4506-T form is available on our website.