

# 2015-2016 V1 Standard Verification Worksheet

Your application was selected, by the Federal Government, for review in a process called "Verification." In this process, Southern will be comparing information from your application with signed copies of your 2014 Federal tax return transcripts, or with W-2 forms or other financial documents. If you are a dependent student we will also ask for your parents 2014 Federal Tax information. The law says we have the right to ask you for this information before awarding Federal Aid. If there are differences between your application information and your financial documents, you or Southern may need to make corrections electronically or by using your Student Aid Report (SAR).

Complete this verification form and submit it to the Student Finance Office as soon as possible, so that your financial aid won't be delayed. Your Student Finance Counselor will help you.

## What you should do

- **1.**If you did not use the IRS Data Retrieval on your FAFSA, you must submit a 2014 tax return transcript from the IRS. Per federal regulations, a copy of your federal tax return is not acceptable.
- **2.**Talk to your financial aid administrator if you have questions about completing this worksheet.
- **3.**Complete and sign the worksheet (parent signature also needed for dependent students).
- **4.**Submit the completed worksheet, tax forms, and any other documents your school requests to your financial aid administrator.
- **5.** Your financial aid administrator will compare information on this worksheet and any supporting documents with the information you submitted on your application. You or your school may need to make corrections electronically or by using your SAR.

Full Name:	Social Security Number:		
Home Address:	Date of Birth:		
City:	State: Zip Code:		
Phone Number:	E-mail Address:		

# B. Household Size and Number in College

#### Dependent Student

List the people in your parent(s) household, including:

- Yourself and your parent(s) (including step-parent), even if you don't live with your parents. (if your parents are separated or divorced, list information for the parent from which you received more than half of your support)
- Your parents' other children, even if they don't live with your parent(s), if your parents will provide more than half of their support from July 1, 2015 through June 30, 2016, or the children would be required to provide parental information when applying for Federal Student Aid.
- 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 through June 30, 2016.

## Independent Student

List the people in your household; including:

- Yourself, and your spouse, if married
- Your children, if any, if you will provide more than half of their support from July 1, 2015 through June 30, 2016.
- 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, 2015 through June 30, 2016.

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member, excluding your parent(s), who will be attending at least half time between July 1, 2015 and June 30, 2016, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	Name of College (if applicable)	Will be enrolled at least half time (Yes or No)

C.	Student's	Income	Information

<ol> <li>TAX RETURN NON-FILERS – Complete this section if the s return with the IRS. Check the box that applies:         <ul> <li>The student was not employed and had no income earned</li> <li>The student was employed in 2014 and has listed below whether an IRS W -2 form is attached. List every employed needed, attach a separate page.</li> </ul> </li> </ol>	ed from work in 2014. the names of all students' emplo	yers, the amount earned and		
Employer's Name	2014 Amount Earned	IRSW-2 Attached?		
Suzy's Auto Body Shop (example)	\$2000.00 (example)	Yes (example)		
TAX RETURN FILERS – Important Note: If the student file must contact the financial aid administrator before completing the student file in th		RS tax return, the student		
Check the box that applies:				
☐ The student <u>has used</u> the IRS Data Retrieval Tool in FAFS information into the student's FAFSA, either on the initial FAFS				
☐ The student <u>has not yet used</u> the IRS Data Retrieval Tool in transfer 2014 IRS income information.				
☐ The student is <u>unable or chooses not to use</u> the IRS Data Retrieval Tool in FAFSA, and the student will submit to the school a <b>2014 IRS tax return transcript</b> –not a photocopy of the income tax return. <b>To obtain an IRS tax return transcript, go to</b> www.irs.gov/Individuals/Get-Transcript or call 1-800-908-9946 for assistance.				
☐ Check here if the student's IRS tax return transcript will be submitted to the student's school later. <u>Verification cannot be completed until the IRS tax return transcript has been submitted.</u> D. Parent's Income Information (for Dependent Students Only)				
1. TAX RETURN NON-FILERS – Complete this section if the preturn with the IRS. Check the box that applies:  The parent was not employed and had no income earned. The parent was employed in 2014 and has listed below that and whether an IRS W -2 form is attached. List every employer is needed, attach a separate page.	d from work in 2014. he names of all parents' employe	rs, the amount earned		
Employer's Name	2014 Amount Earned	IRSW-2 Attached?		
Suzy's Auto Body Shop (example)	\$2000.00 (example)	Yes (example)		
TAX RETURN FILERS – Important Note: If the parent filed, must contact the financial aid office before completing this se		S tax return, the parent		
Check the box that applies:				
☐ The parent <u>has used</u> the IRS Data Retrieval Tool in FAFSA information into the student's FAFSA, either on the initial FAFS	A or when making a correction to	the FAFSA.		
☐ The parent <u>has not yet used</u> the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to retrieve and transfer 2014 IRS income information.				
☐ The parent is <u>unable or chooses not to use</u> the IRS Data Re 2014 IRS tax return transcript – not a photocopy of the income <u>www.irs.gov/Individuals/Get-Transcript</u> or call 1-800-908-9946	e tax return. <i>To obtain an IRS ta</i> x			
☐ Check here if the parent's IRS tax return transcript is attached to this worksheet				
☐ Check here if the parent's IRS tax return transcript wi cannot be completed until the IRS tax return transcript has	ll be submitted to the student's	school later. Verification		

☐ Check here if you o information below.	r anyone else in Sectio	on B of thi	s worksheet <u>PAID</u> ch	nild support	in 2014. Please provide	
Name of person who	Name of person to	whom	Name of child for		Amount of Child Support	
paid Child Support  Marty Jones (example)	Child Support was Chris Smith (exan		Child Support Terry Jones (ex		paid in 2014 \$6000.00 (example)	
- Harry Correct (Champio)	Ormo Ormar (ozan		1011) 001100 (0)	umpio)	possios (example)	
Check here if child provide information  Name of Adult who receives			•	-	ousehold. Please  Int of Child Support received in 2014	
the Child Support	ved Nam		for whom Support was eceived		Julit of Chilia Support received in 2014	
Marty Jones (example)	Chris S	Smith (exam	ple)	Terry	Jones (example)	
F. Food Stamps (Supplemental Nutrition Assistance Program-SNAP)  Check here if you or anyone else in Section B of this worksheet participated in the SNAP program in 2013 and/or 2014. 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.						
G. Certifications and Signatures						
Each person signing this form certifies that all the information reported on it is complete and correct. The student and at least one parent (if student is dependent) must sign and date. <b>WARNING:</b> If you purposefully give false or misleading information on this worksheet, you may be fined, be sentenced to jail or both.						
Student		Date	SA	AU ID#		
Parent (dependent	students only)	 Date				

E. Child Support Payments