



2017 - 2018

Verification Worksheet—Independent (V1)

Your 2017–2018 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact **STUDENT FINANCIAL SERVICES** as soon as possible so that your financial aid will not be delayed.

A. Independent Student’s Information

Student’s Last Name	Student’s First Name	Student’s M.I.	Student’s Identification (ID) Number
Student’s Street Address (include apt. no.)			Student’s Date of Birth
City	State	Zip Code	Student’s Email Address
Student’s Home Phone Number (include area code)			Student’s Alternate or Cell Phone Number

B. Independent Student’s Family Information

List below the people in your household. Include:

- Yourself.
- Your spouse, if you are married.
- Yours or your spouse’s children if you or your spouse will provide more than half of their support from July 1, 2017, through June 30, 2018 even if they do not live with you.
- 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 through June 30, 2018.

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, 2017, and June 30, 2018. The name of the college must be included. *If more space is needed, attach a separate page with your name and ID number at the top.*

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
<i>Marty Jones(example)</i>	<i>28</i>	<i>Wife</i>	<i>Central University</i>	<i>Yes</i>
		<i>Self</i>		

Note: We may require additional documentation to verify the information regarding the household members enrolled in eligible post-secondary educational institutions.

Student's Name: _____ ID#: _____

C. Income Information to Be Verified

1. TAX RETURN FILERS

Instructions: Complete this section if you or your spouse, if married, filed or will file a 2015 income tax return. *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at www.FAFSA.ed.gov. In most cases no further documentation is needed to verify 2015 IRS income tax return information that was transferred into your FAFSA using the IRS DRT if that information was not changed.*

STUDENT (Check the box that applies)

I, the student, have used the IRS DRT in FAFSA on the Web to transfer my (and if married, my spouse's) 2015 IRS income tax return information into my FAFSA.

I, the student, have not yet used the IRS DRT in FAFSA on the Web, but will use the tool to transfer my (and if married, my spouse's) 2015 IRS income tax return information into my FAFSA once the 2015 IRS income tax return has been filed.

I, the student, am unable or choose not to use the IRS DRT in FAFSA on the Web, and instead will provide the school a **2015 IRS Tax Return Transcript** – not photocopies of the income tax return.

2. NONTAX FILERS—Complete this section if you or your spouse, if married, will not and are not required to file a 2015 income tax return with the IRS. The student and/or spouse, not filing in 2015, must provide copies of 2015 W-2's and submit proof of non-filing from the IRS. (Go to www.irs.gov. Click on "Get a Tax Transcript." Create an account. Select "Verification of Non-filing Letter" or Complete 4506-T form and order "Verification of Non-filing" for 2015. Submit copies to the SFS office.)

STUDENT (Check the box that applies)

Neither I, the student, nor my spouse if I am married, were employed and had no income earned from work in 2015.

Either I, or if married, my spouse was employed in 2015 and have listed below the names of all employers, the amount earned from each employer in 2015, and whether an IRS W-2 form is provided. **[Provide copies of all 2015 IRS W-2 forms issued to the student by their employer.] List every employer even if the employer did not issue an IRS W-2 form.**

Student's and/or Spouse's Employer's Name	Annual Amount Earned in 2015	W-2 Provided?
ABC Auto Body Shop (example)	\$4,500	Yes

D. Independent Student's Other Information to Be Verified

1. Complete this section if someone in the student's household (listed in Section B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) any time during the 2015 or 2016 calendar years.

One of the persons listed in Section B of this worksheet received SNAP benefits in 2015 or 2016. If asked by my school, I will provide documentation of the receipt of SNAP benefits during 2015 and/or 2016.

2. Complete this section if you or your spouse, if married, paid child support in 2015.

Either I, or if married my spouse who is listed in Section B of this worksheet paid child support in 2015. I have indicated below the name of the person who paid the child support, the name of the person to whom the child support was paid, the names and ages of the children for whom child support was paid, and the total annual amount of child support that was paid in 2015 for each child. If asked by my school, I will provide documentation of the payment of child support. *If you need more space, attach a separate page that includes your name and ID number at the top.*

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Age of Child for Whom Support was Paid	Amount of Child Support Paid in 2015
<i>Joe Jones(example)</i>	<i>Chris Smith</i>	<i>Terry Jones</i>	<i>4 years</i>	<i>\$6,000.00</i>

E. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. The student must sign this worksheet. If married, the spouse's signature is optional.

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

Student's Signature

Date

Spouse's Signature

Date

***Do not mail this worksheet to the U.S. Department of Education.
Submit this worksheet to Student Financial Services at SOUTHWESTERN ADVENTIST UNIVERSITY.***

You should make a copy of this worksheet for your records.