



Student ID #: _____

Date received: _____

2017 – 2018 Verification (V1) – DEPENDENT STUDENT

Financial Aid & Scholarships Office | 231 W Sixth St Bldg. 1, Powell, WY 82435 | (800) 560-4692 or (307) 754-6158
www.nwc.edu | financialaid@nwc.edu | fax: (307) 754-6154

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

A Dependent Student's Information

Student's Last Name Student's First Name Student's M.I. Student's Social Security Number (last 4 digits)

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 Dependent Student's Family Information - Number of Household Members and Number in College

List all people in the parents' household in the chart below. Include:

- The student
- The parents (including a stepparent) even if you don't live with the parents.
- Your parents' other children if your parents will provide more than half of their support from July 1, 2017, through June 30, 2018, or if the other children would be required to provide parental information if they were completing a FAFSA for 2017–2018. Include children who meet either of these standards, even if they do not live with the parents.
- Other people if they now live with your parents and the parents provide more than half of their support and will continue to provide more than half of their support through June 30, 2018.

Number in College: Please include in the space below information about any household member (excluding parents) who will be enrolled, at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2017, and June 30, 2018, include the name of the college.

If more space is needed, attach a separate page with the student's name and last 4 digits of social security number at the top.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>	<i>Central University</i>	<i>Yes</i>
		<i>Self</i>		

Note: The Financial Aid Office may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.



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Student's Name: _____

Are you (student) a tax filer? (please mark one)

1. Yes continue 2. NO skip section C proceed to Section D

C Verification of 2015 IRS Income Tax Return Information for **STUDENT TAX FILERS**

Important Note: The instructions below apply to the student.

Instructions: Complete this section if the student filed a 2015 IRS income tax return.

Check the box that applies:

- The student has used the IRS DRT in *FAFSA on the Web* to transfer 2015 IRS income tax return information into the student's FAFSA.
- The student was unable to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a **2015 IRS Tax Return Transcript(s)**. (signature not required)

To obtain a **2015 IRS Tax Return Transcript:**

- Get Transcript by MAIL – Go to <https://irs.gov>, under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript." (*Unless* you have amended your return then you will need both the Account and Return transcripts).
- Get Transcript ONLINE – Go to <https://irs.gov>, under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript." (*Unless* you have amended your return then you will need both the Account and Return transcripts).
- Automated Telephone Request – 1-800-908-9946
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T

Use the Social Security Number (or the IRS individual taxpayer identification number) and date of birth of the first person listed on the 2015 IRS income tax return, and the address on file with the IRS (normally this will be the address used on the 2015 IRS income tax return). In most cases, for electronic tax return filers, 2015 IRS income tax return information is available for the IRS Tax Return Transcript within 2–3 weeks after the 2015 electronic IRS income tax return has been accepted by the IRS.

Generally, for filers of 2015 paper IRS income tax returns, the 2015 IRS income tax return information is available for the IRS Tax Return Transcript within 6–8 weeks after the 2015 paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about obtaining an IRS Tax Return Transcript.

_____ Check here if a **2015 IRS Tax Return Transcript(s)** is provided.

_____ Check here if a **2015 IRS Tax Return Transcript(s)** will be provided later.

Verification is not complete until the student has successfully used the IRS DRT process to amend their FAFSA, or their IRS tax return transcript has been submitted to NWC's Financial Aid Office.



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Student's Name: _____

Are you a tax filer? (please mark one)1. Yes complete part C 2. NO please complete section D below

D Verification of 2015 Income Information for **STUDENT NONTAX FILERS**

The instructions and certifications below apply to the student. Complete this section if the student will not file and is not required to file a 2015 income tax return with the IRS.

Check the box that applies:

- The student was not employed and had no income earned from work in 2015.
- The student was employed in 2015 and has listed below the names of all employers, the amount earned from each employer in 2015, and whether an IRS W-2 form is provided. You **MUST** provide copies of all 2015 IRS W-2 forms issued to the student by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	2015 Amount Earned	IRS W-2 Provided Now	IRS W-2 Provide Later
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes/No</i>	<i>Yes/No</i>
<i>Total Amount of 2015 Income Earned From Work</i>	<i>\$</i>		

IMPORTANT: A W-2 wage statement can also be requested by marking item #8 on form 4506-T at <https://irs.gov>.



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Student's Name: _____

Are you, the parent, a tax filer? (please mark one)1. Yes continue 2. NO skip section E, proceed to Section F

E Verification of 2015 IRS Income Tax Return Information for **PARENT TAX FILERS**

Important Note: The instructions below apply to each parent included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2015 or had a change in marital status after the end of the 2015 tax year on December 31, 2015.

Instructions: Complete this section if the parents filed a 2015 IRS income tax return(s).

Check the box that applies:

- The parents have used the IRS DRT in *FAFSA on the Web* to transfer 2015 IRS income tax return information into the student's FAFSA.
- The parents were unable to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a **2015 IRS Tax Return Transcript(s)**. (signature not required)

NOTE: If the parents filed separate 2015 IRS income tax returns, the IRS DRT cannot be used and the **2015 IRS Tax Return Transcript(s)** must be provided for each.

To obtain a **2015 IRS Tax Return Transcript:**

- Get Transcript by MAIL – Go to <https://irs.gov>, under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript." (*Unless* you have amended your return then you will need both the Account and Return transcripts).
- Get Transcript ONLINE – Go to <https://irs.gov>, under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript." (*Unless* you have amended your return then you will need both the Account and Return transcripts).
- Automated Telephone Request – 1-800-908-9946
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T

Use the Social Security Number (or the IRS individual taxpayer identification number) and date of birth of the first person listed on the 2015 IRS income tax return, and the address on file with the IRS (normally this will be the address used on the 2015 IRS income tax return). In most cases, for electronic tax return filers, 2015 IRS income tax return information is available for the IRS Tax Return Transcript within 2–3 weeks after the 2015 electronic IRS income tax return has been accepted by the IRS.

Generally, for filers of 2015 paper IRS income tax returns, the 2015 IRS income tax return information is available for the IRS Tax Return Transcript within 6–8 weeks after the 2015 paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about obtaining an IRS Tax Return Transcript.

_____ Check here if a **2015 IRS Tax Return Transcript(s)** is provided.

_____ Check here if a **2015 IRS Tax Return Transcript(s)** will be provided later.

Verification is not complete until the parents have successfully used the IRS DRT process to amend their student's FAFSA, or their IRS tax return transcript has been submitted to NWC's Financial Aid Office.



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Are you (parent) a tax filer? (please mark one)1. Yes complete part E, previous page 2. NO please complete section F below

F Verification of 2015 Income Information for **PARENT NONTAX FILERS**

The instructions and certifications below apply to each parent included in the household. Complete this section if the parents will not file and are not required to file a 2015 income tax return with the IRS.

Check the box that applies:

- Neither parent was employed and had no income earned from work in 2015.
- One or both parents were 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. You **MUST** provide copies of all 2015 IRS W-2 forms issued to the parents by their employers. List every employer even if the employer did not issue an IRS W-2 form.

If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	2015 Amount Earned	IRS W-2 Provided Now	IRS W-2 Provide Later
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes/No</i>	<i>Yes/No</i>
<i>Total Amount of 2015 Income Earned From Work</i>	<i>\$</i>		

IMPORTANT: A W-2 wage statement can also be requested by marking item #8 on form 4506-T at <https://irs.gov>.



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G

Certification and Signatures

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent must sign and date.

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

Student's Signature

Date

Parent's Signature

Date

WAIT!

Did you fully complete and sign this form? Did you attach required documentation? The Financial Aid Office will return any incomplete or unsigned forms for correction and it will delay your financial aid process. If you have questions concerning this form please call (307) 754-6158

The Financial Aid Office recommends you make a copy of this worksheet for your records.