

Wallace Community College Selma

2019–2020 **Dependent** Verification Document

Your **2019–2020** 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 document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, 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 us as soon as possible so that your financial aid will not be delayed.

A. Student's Information

Student's Last Name	First Name	M.I.	Student's 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. Student's Family Information

List below the people in your **parent(s)' household**: Include:

- The student.
- The parent(s) (including a stepparent) even if the student doesn't live with the parent(s).
- The parent(s)' other children if the parent(s) will provide more than half of the children's support from **July 1, 2019**, through **June 30, 2020**, or if the other children would be required to provide parental information if they were completing a FAFSA for **2019–2020**. Include children who meet either of these standards, even if a child does not live with the parent(s).
- Other people if they now live with the parent(s) and the parent(s) provide more than half of the other person's support and will continue to provide more than half of that person's support through **June 30, 2020**.

Number in college: Include in the space below information about any household member, excluding the parent(s) who is or 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, 2019** and **June 30, 2020** and include the name of the college.

If more space is needed, attach a separate page with the student's name and ID 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>	<i>Wallace Community College Selma</i>	

Student's Name: _____ ID: _____

C. Dependent Student's Income Information to Be Verified

1. TAX RETURN FILERS—**Important Note:** If the student filed an IRS income tax return for **2017**, see instruction below.

Instructions: Complete this section if the student, filed or will file a **2017** IRS income tax return(s). 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 FAFSA.gov. In most cases, no further documentation is needed to verify 2017 IRS income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed.

Check the box that applies:

- The student has used the IRS DRT in FAFSA on the Web to transfer **2017** IRS income tax return information into the student's FAFSA.
- The student has not yet used the IRS DRT in FAFSA on the Web, but will use the tool to transfer **2017** IRS income tax return information into the student's FAFSA.
- The student is unable or chooses not to use the IRS DRT in FAFSA on the Web, and instead will provide the school with a **2017 IRS Tax Return Transcript(s)**.

A **2017 IRS Tax Return Transcript** may be obtained through:

Get Transcript by MAIL – Go to www.irs.gov, click “Get Your Tax Record”. Click “Get Transcript by MAIL.” Make sure to request the “Return Transcript” and **NOT** the “Account Transcript”. The transcript is generally received within 10 business days from the IRS's receipt of the online request.

Get Transcript ONLINE - Go to www.irs.gov, click “Get Your Tax Record”. Click “Get Transcript ONLINE.” Make sure to request the “Return Transcript” and **NOT** the “Account Transcript.” To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.

Automated Telephone Request – 1-800-908-9946. The transcript is generally received within 10 business days from the IRS' receipt of the telephone request.

Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS' receipt of the paper request form.

- Check here if a **2017 IRS Tax Return Transcript(s)** is provided.
- Check here if a **2017 IRS Tax Return Transcript(s)** will be provided later.

2. TAX RETURN NONFILERS—Complete this section if the student will not file and is not required to file a **2017** income tax return with the IRS.

Check the box that applies:

- The student was not employed and had no income earned from work in **2017**.
- The student was employed in **2017** and has listed below the names of all employers, the amount earned from each employer in **2017**, and whether an IRS W-2 form or an equivalent document is provided. (Provide copies of all **2017** IRS W-2 forms issued to the student by the employer(s)). List every employer even if the employer did not issue an IRS W-2 form.

Student's Name: _____ ID: _____

Employer's Name	IRS W-2 Provided?	Annual Amount Earned in 2017
<i>(Example) ABC's Auto Body Shop</i>	<i>Yes</i>	<i>\$4,500.00</i>
Total Amount of Income Earned From Work		\$

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

D. Parent's Income Information to be verified—Note: If two parents were reported in Section B of this worksheet, the instructions and certifications below refer and apply to both parents.

1. TAX RETURN FILERS—**Important Note:** The instructions below apply to each parent included in the household. Notify the Financial Aid Office if the student's parents filed separate IRS income tax returns for 2017 or had a change in marital status after December 31, 2017.

Instructions: Complete this section if the parent(s) filed or will file a **2017** IRS income tax return(s). 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 **FAFSA.gov**. In most cases, no further documentation is needed to verify 2017 IRS income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed by the FAFSA filer.

Check the box that applies:

- The parent(s) have used the IRS DRT in FAFSA on the Web to transfer **2017** IRS income tax return information into the student's FAFSA.
- The parent(s) have not yet used the IRS DRT in FAFSA on the Web, but will use the tool to transfer **2017** IRS income tax return information into the student's FAFSA.
- The parent(s) are unable or chooses not to use the IRS DRT in FAFSA on the Web, and instead will provide the school with a **2017 IRS Tax Return Transcript(s)**.

A **2017 IRS Tax Return Transcript** may be obtained through:

Get Transcript by MAIL – Go to www.irs.gov, click “Get Your Tax Record”. Click “Get Transcript by MAIL.” Make sure to request the “Return Transcript” and **NOT** the “Account Transcript”. The transcript is generally received within 10 business days from the IRS's receipt of the online request.

Get Transcript ONLINE - Go to www.irs.gov, click “Get Your Tax Record”. Click “Get Transcript ONLINE.” Make sure to request the “Return Transcript” and **NOT** the “Account Transcript.” To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.

Automated Telephone Request – 1-800-908-9946. The transcript is generally received within 10 business days from the IRS' receipt of the telephone request.

Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS' receipt of the paper request form.

Student's Name: _____ ID: _____

If the parents filed separate 2017 IRS income tax returns, the IRS DRT cannot be used and the **2017 Tax Return Transcripts** must be provided for each.

- Check here if a 2017 IRS Tax Return Transcript(s) is provided.
- Check here if a 2017 IRS Tax Return Transcript(s) will be provided later.

2. TAX RETURN NONFILERS—complete this section if the student's parent(s) will not file and is not required to file a **2017** income tax return with the IRS.

Check the box that applies:

- Neither parent was employed and had neither had income earned from work in **2017**.
- One or both parents were employed in **2017** and have listed below the names of all employers, the amount earned from each employer in **2017**, and whether an IRS W-2 form or an equivalent document is provided. (Provide copies of all **2017** IRS W-2 forms issued to the parent(s) by their employer(s)). *List every employer even if they did not issue an IRS W-2 form.*

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

Employer's Name	IRS W-2 Provided?	Annual Amount Earned in 2017
<i>(Example) ABC's Auto Body Shop</i>	<i>Yes</i>	<i>\$4,500.00</i>
Total Amount of Income Earned From Work		\$

Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2017 that indicates a 2017 IRS income tax return was not filed with the IRS or other relevant tax authority.

- ___ Check here if confirmation of nonfiling is provided.
- ___ Check here if confirmation of nonfiling will be provided later.

E. Certifications and Signatures

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

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

Print Student's Name

Student's ID Number

Student's Signature (Required)

Date

Parent's Signature (Required)

Date