

2015-2016 DEPENDENT VERIFICATION FEDERAL STUDENT AID PROGRAMS INSTRUCTIONS



Introduction:

Your 2015-2016 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 dependent verification document and with any other required documents. If there are differences, your FAFSA application information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this dependent 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.

Important Note:

If the student or student's parent(s) filed, or will file, a 2014 Amended IRS tax return, 2014 Tax Extension, 2014 Non IRS Tax Return or were victims of IRS Identity Theft, contact the student's financial aid administrator before completing this section.

Student and Parent(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 2014 IRS income tax return information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed.

In most cases, for electronic filers, 2014 IRS income tax return information for the IRS DRT is available within 2–3 weeks after the 2014 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2014 paper IRS income tax returns, the 2014 IRS income tax return information is available for the IRS DRT within 8–11 weeks after the 2014 paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about using the IRS DRT.

Section B and C:

To obtain a **2014 IRS Tax Return Transcript**, go to www.irs.gov and click on the “Order a Return or Account Transcript” link, or call 1-800-908-9946. Make sure to request the “IRS Tax Return Transcript” and not the “IRS Tax Account Transcript.” Use the Social Security Number or Individual Taxpayer Identification Number (ITIN) and date of birth of the first person listed on the 2014 IRS income tax return, and the address on file with the IRS (normally this will be the address used on the 2014 IRS income tax return). In most cases, for electronic filers, a **2014 IRS Tax Return Transcript** may be requested from the IRS within 2–3 weeks after the 2014 IRS income tax return has been accepted by the IRS. Generally, for filers of 2014 paper IRS income tax returns, the **2014 IRS Tax Return Transcript** may be requested within 8-11 weeks after the 2014 paper IRS income tax return has been received by the IRS.

Section C Only:

If two parents were reported in Section A of this worksheet, these instructions and certifications refer and apply to both parents. These instructions apply to each parent included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2014 or had a change in marital status after the end of the 2014 tax year on December 31, 2014.

**2015-2016
DEPENDENT VERIFICATION
FEDERAL STUDENT AID PROGRAMS**
(Please complete online, print, and sign)

Save



K00
SBCC Student ID Number

Student Phone Number

Last Name

First Name

M.I.

A. Dependent Student's Family Information

List below the people in the parent's household. Include:

- The student.
- Both of the student's legal (biological or adoptive) parents, if the parents live together, regardless of the marital status or gender of the parents.
- The parents' other children if the parents will provide more than half of their support from July 1, 2015, through June 30, 2016, or if the other children would be required to provide parental information if they were completing a FAFSA for 2015-2016. Include children who meet either of these standards even if the children do not live with the parents.
- Other people if they now live with the 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, 2016.

For any household member, excluding the 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, 2015, and June 30, 2016, include the name of the college.

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

Full Name	Age	Relationship to Student	College	Will be Enrolled at Least Half Time (Yes or No)
		SELF	SANTA BARBARA CITY COLLEGE	
		PARENT		NO

B. Dependent Student's Income Information to Be Verified

1.) ALL STUDENTS

- The student is not a tax filer. The student will answer **Question 2** below.
- The student has used the IRS DRT in *FAFSA on the Web* to transfer 2014 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 2014 IRS income tax return information into the student's FAFSA once the 2014 IRS income tax return has been filed.
- The student is unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a **2014 IRS Tax Return Transcript(s)**. (signature not required)
 - Check here if the student's **2014 IRS Tax Return Transcript(s)** is provided.
 - Check here if the student's **2014 IRS Tax Return Transcript(s)** will be provided later.

Student's Name: _____ **K00**

2.) STUDENTS NOT FILING A TAX RETURN

If the student **will not** file and is **not required** to file an IRS 2014 income tax return, check the box that applies.

- The student was not employed and had no income earned from work in 2014.
- The student was employed in 2014 and has listed below the names of all employers, the amount earned from each employer in 2014, and whether an IRS W-2 form is provided. Provide copies of all 2014 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.

Student's Employer's Name	2014 Amount Earned	IRS W-2 Provided?

C. Parent's Income Information to Be Verified

1.) ALL PARENTS

- The parents are not tax filers. The parents will answer **Question 2** below.
- The parents have used the IRS DRT in *FAFSA on the Web* to transfer 2014 IRS income tax return information into the student's FAFSA.
- The parents have not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2014 IRS income tax return information into the student's FAFSA once the 2014 IRS income tax return has been filed.
- The parents are unable or choose not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a **2014 IRS Tax Return Transcript(s)**. (signature not required)
 - Check here if the parents' **2014 IRS Tax Return Transcript(s)** is provided.
 - Check here if the parents' **2014 IRS Tax Return Transcript(s)** will be provided later.

2.) PARENTS NOT FILING TAX RETURNS

If the student's parents **will not** file and are **not required** to file an IRS 2014 income tax return, check the box that applies.

- Neither parent was employed and had no income earned from work in 2014.
- One or both parents were employed in 2014 and have listed below the names of all employers, the amount earned from each employer in 2014, and whether an IRS W-2 form is provided. Provide copies of all 2014 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.

Parent's Employer's Name	2014 Amount Earned	IRS W-2 Provided?

D. 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 whose information was reported on the FAFSA must sign and date.

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

Parent's Signature

Date