



**2015 - 2016**  
**Verification Worksheet—Dependent (V6)**

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 and your parents 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 and at least one parent 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. Dependent 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. Dependent Student’s Family Information**

List below the people in your parent(s)’ household. Include:

- Yourself
- Your parents (including a stepparent) even if you do not live with your parents.
- Your parent(s)’ other children if your parent(s) 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 they do not live with your parent(s).
- 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.

Include the name of the college for any household member, excluding your parent(s), 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, 2015, and June 30, 2016. *If more space is needed, attach a separate page with the student’s name and ID 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:** 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 the parents or student filed or will file a 2014 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](http://www.FAFSA.ed.gov). In most cases no further documentation is needed to verify 2014 IRS income tax return information that was transferred into your FAFSA using the IRS DRT if that information was not changed.*

<p><b>PARENT(S)</b> (Check the box that applies)</p> <p><input type="checkbox"/> The parents <u>have used</u> the IRS DRT in FAFSA on the Web to transfer 2014 IRS income tax return information into the student's FAFSA.</p> <p><input type="checkbox"/> The parents <u>have not yet used</u> the IRS Data Retrieval Tool, but will use the tool to transfer 2014 IRS income tax return information into the student's FAFSA once the parents IRS tax return has been file.</p> <p><input type="checkbox"/> The parents are <u>unable or choose not to use</u> the IRS Data Retrieval Tool, and the parent will submit to the student's school a copy of the parents' <b>2014 IRS Tax Return Transcript(s)</b> – not photocopies of the income tax return.</p>	<p><b>STUDENT</b> (Check the box that applies)</p> <p><input type="checkbox"/> I, the student, <u>have used</u> the IRS DRT in FAFSA on the Web to transfer 2014 IRS income tax return information into my FAFSA.</p> <p><input type="checkbox"/> I, the student, <u>have not yet used</u> the IRS DRT in FAFSA on the Web, but will use the tool to transfer 2014 IRS income tax return information into my FAFSA once the 2014 IRS income tax return has been filed.</p> <p><input type="checkbox"/> I, the student, am <u>unable or choose not to use</u> the IRS DRT in FAFSA on the Web, and instead will provide the school a <b>2014 IRS Tax Return Transcript</b> – not photocopies of the income tax return.</p>
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**2. NONTAX FILERS**—Complete this section for the parent(s) or student who will not and are not required to file a 2014 income tax return with the IRS.

<p><b>PARENTS</b> (Check the box that applies)</p> <p><input type="checkbox"/> Neither parent was employed, and neither had income earned from work in 2014.</p> <p><input type="checkbox"/> 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. <b>[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.</b></p>	<p><b>STUDENT</b> (Check the box that applies)</p> <p><input type="checkbox"/> I, the student, was not employed and had no income earned from work in 2014.</p> <p><input type="checkbox"/> I, the student, was 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. <b>[Provide copies of all 2014 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.</b></p>
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Parent's Employer's Name	Annual Amount earned in 2014	W-2 Provided?
ABC's Auto Body Shop (example)	\$4,500	Yes

Student's Employer's Name	Annual Amount Earned in 2014	W-2 Provided?
ABC High School (example)	\$2,000	Yes

Student's Name: \_\_\_\_\_ ID#: \_\_\_\_\_

**D. Parent's Other Information to Be Verified**

1. Complete this section if someone in the student's parent'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 2013 or 2014 calendar years.

One of the persons listed in Section B of this worksheet received SNAP benefits in 2013 or 2014. If asked by the student's school, I will provide documentation of the receipt of SNAP benefits during 2013 and/or 2014.

2. Complete this section if one of the student's parents paid child support in 2014.

One (or both) of the student's parents listed in Section B of this worksheet paid child support in 2014. Listed below is the name of the person who paid the child support, the name of the person to whom the child support was paid, the names of the children for whom child support was paid, and the total annual amount of child support that was paid in 2014 for each child. If asked by the school, the parents will provide documentation of the payment of child support. *If you need more space, attach a separate page that includes the student's name and ID# 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 2014
Joe Jones (example)	Chris Smith	Terry Jones	4 years	\$6000.00

**E. 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, be sentenced to jail, or both.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent'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.*

*\*Be sure to complete and sign Section G on the last page.*

## G: Other Untaxed Income (V6 Dependent)

If any item does not apply, enter "N/A" for Not Applicable where a response is requested, or enter 0 in an area where an amount is requested.

1. 2014 payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including but not limited to, amounts reported on the W-2 forms in Boxes 12a through 12d, codes D, E, F, G, H, and S. **Do not include** amounts reported in DD (employer contributions toward employee health benefits.)

Parents \$ \_\_\_\_\_ Student \$ \_\_\_\_\_

2. 2014 IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans from IRS Form 1040-line 28+line 32 or Form 1040A-line 17.

Parents \$ \_\_\_\_\_ Student \$ \_\_\_\_\_

3. Child support received for any of your children in 2014. **Do not include** foster care or adoption payment.

Parents \$ \_\_\_\_\_ Student \$ \_\_\_\_\_

4. 2014 tax exempt interest income from IRS Form 1040-line 8b or Form 1040A-line 8b.

Parents \$ \_\_\_\_\_ Student \$ \_\_\_\_\_

5. 2014 untaxed portions of IRA distributions from IRS Form 1040 (lines 15a minus 15b) or Form 1040A (lines 11a minus 11b). **Exclude rollovers.** If negative, enter zero.

Parents \$ \_\_\_\_\_ Student \$ \_\_\_\_\_

6. 2014 untaxed portions of pensions from IRS Form 1040 (lines 16a minus 16b) or Form 1040A (lines 12a minus 12b). **Exclude rollovers.** If negative, enter zero.

Parents \$ \_\_\_\_\_ Student \$ \_\_\_\_\_

7. 2014 Housing, food and other living allowances paid to members of the CLERGY, MILITARY, and OTHERS (including cash payments and cash value of benefits). Do not include the value of on-base military housing or the value of a basic military allowance for housing.

Parents \$ \_\_\_\_\_ Student \$ \_\_\_\_\_

8. 2014 Veterans non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educations Work-Study allowances.

Parents \$ \_\_\_\_\_ Student \$ \_\_\_\_\_

9. 2014 Other untaxed income not reported, such as workers' compensation, disability, etc. Also include the untaxed portion of health savings accounts from IRS Form 1040—line 25. Do not include extended foster care benefits, student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, on-base military housing or a military housing allowance, combat pay, benefits from flexible spending arrangements (e.g. cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.

Parents \$ \_\_\_\_\_ Student \$ \_\_\_\_\_

10. Money received, or paid on your behalf (e.g. bills) not reported elsewhere on this form. This includes money that you received from a non-custodial parent that is not part of a legal child support agreement.

Parents \$ \_\_\_\_\_ Student \$ \_\_\_\_\_

11. **Please explain on the back of this form or on a separate page in further detail how you/your parents were able to support your household for 2014.**

By signing this worksheet, I/we certify that all the information reported to qualify for federal student aid is complete and correct. At least one parent must sign if you are a dependent student.

Student \_\_\_\_\_ Date \_\_\_\_\_ Parent \_\_\_\_\_ Date \_\_\_\_\_

**Submit copies of all your 2014 IRS W-2's with this document!**

*SOUTHWESTERN ADVENTIST UNIVERSITY*  
*Student Financial Services*