

Student Financial Services 2014-2015 Verification Worksheet



Please return Verification Worksheet and all supporting documentation to the below mailing address:

Mailing Address:
12 East 53rd Street
New York, NY 10022
Attn: Student Financial Services

Phone: 212-752-1530 Ext.389
E-mail: sfs@limcollege.edu

What is Verification? It is a federal requirement that the Financial aid office review and confirm the accuracy of the information submitted on the FAFSA. The college financial aid office may not process requests or disburse federal student aid until the verification process is complete. Financial aid administrators have the right to ask for any documentation necessary to complete verification.

Section 1. Student Information

Last Name	First Name	Middle Initial
Social Security Number	Student ID Number	Date of Birth
Address	City	State Zip Code
Home Phone Number	Cell Phone Number	
Email Address		
Best time to reach you		

Section 2. Family Information:

Please fill out the table on the bottom of this page based on your current household information using the guidelines listed below.

Dependent Student

(required to provide Parental information on FAFSA)

1. Yourself
2. Your parent (s) (including step-parents)
3. Your parent (s) other dependent children if:
 - your parent (s) will provide more than half of their support from July 1, 2014, through June 30, 2015
 - or
 - the children would be required to provide parental information when applying for Federal Student Aid (under age 24)
4. Other people only if they now live in your parent household and your parents will provide for more than half of their support from July 1, 2014, through June 30, 2015.

Independent Student

(not required to provide Parental information on FAFSA)

1. Yourself
2. Your spouse (if you are married)
3. Your children if you will provide more than half of their support from July 1, 2014, through June 30, 2015
4. Other people only if they live in your household and you provide more than half of their support and will continue to do so from July 1, 2014, through June 30, 2015

Full Name	Age	Relationship	* Name of College/Degree Program
		<i>self</i>	<i>LIM College</i>

* Include the name of the college for any household member (except parent) who will be enrolled at least half-time in a degree, diploma, or certificate program at a post secondary educational institution anytime between July 1, 2014 and June 30, 2015. **Sibling Enrollment Verification form will be required.**

Section 3. Tax Transcript & Income Information Calendar Year 2013:

Did you (the student) or will you be required to file a 2013 Federal Income Tax Return?

- ☐ Yes, I am a Tax Filer
☐ No, I did not file taxes for 2013...Please continue to Sections 4 & 5

Student Tax Filer Options-please check box that applies

- ☐ **Option 1**-I used the IRS Data Retrieval tool in FAFSA on the Web to transfer my 2013 IRS income information into my FAFSA. LIM College will use the IRS information that was transferred in the verification process
- ☐ **Option 2**-I was unable to or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web. Attached is a copy of my **Federal Tax Return Transcripts**. *

Did you (the spouse or parent) or will you be required to file a 2013 Federal Income Tax Return?

- ☐ Yes, I am a Tax Filer
☐ No, I did not file taxes for 2013...Please continue to Sections 4 & 5

Spouse or Parent Tax Filer Options-please check box that applies

- ☐ **Option 1**-I used the IRS Data Retrieval tool in FAFSA on the Web to transfer my 2013 IRS income information into my FAFSA. LIM College will use the IRS information that was transferred in the verification process
- ☐ **Option 2**-I was unable to or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web. Attached is a copy of my **Federal Tax Return Transcripts**. *

***Note: We cannot accept a copy of the tax return (1040). We can only accept IRS Tax Transcripts. To request "IRS Tax Transcripts" or a "W-2 Wage Summary" (if you did not keep a copy of your W-2 form), contact the IRS at (800) 829-1040 or www.irs.gov. In most cases, for electric filers, a 2013 IRS Tax Return Transcript may be requested from the IRS within 2-3 weeks after the 2013 IRS income tax return has been accepted by the IRS.**

Section 4. Receipt of SNAP Benefits

Did you receive **SNAP** (food stamp benefits) during the calendar year 2013?

- ☐ No
☐ Yes. Please list the member/member of the household in the table below, that received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2012 or 2013. SNAP may be known by another name in some states. For assistance in determining the name used in a state, please call 1800-4FED-AID (1.800.433.3243).

Name of Member/Members that received SNAP benefits during 2012-2013

*Please note, we may require documentation from the agency that issued the SNAP benefits in 2012-2013.

Section 5. Child Support Paid

Did one of the parents in the household or the student pay child support because of a divorce or separation during the calendar year 2013?

☐ No

☐ Yes. List below the names of the persons who paid the child support, the names of the persons to whom the child support was paid, the names of the children for whom the child support was paid, and the total annual amount of child support that was paid in 2013 for each child.

***Please note we may request additional documentation such as a copy of the separation agreement, copies of the child support payment checks, etc.**

Name of Person who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Child Support was Paid	Amount Paid

Section 6. Non-Filing Statement: NON-TAX FILERS ONLY

On the FAFSA, you reported that you, the student, were not required to file a federal tax return in 2013. LIM College is required by federal regulations to confirm this information in order to complete your financial aid file.

I, _____ certify the following:

STUDENT NAME-PLEASE PRINT

☐ I am not required to file a United States federal income tax return for 2013. Generally, as a dependent, if you earned at least \$10,000 in 2013, you are required by the IRS to file a tax return. See IRS Publication 501 at www.irs.gov/pub/irs-pdf/p501.pdf.

☐ I will, if requested, provide official confirmation from the Internal Revenue Service (IRS) to this effect.

Calendar Year 2013	
List Employer: (attach W-2's if you received one)	Amount:
1.	
2.	
3.	

I, _____ certify the following:

PARENT NAME OR SPOUSE-PLEASE PRINT

☐ I am not required to file a United States federal income tax return for 2013.

☐ My income for 2013 was from the following sources, in the amounts listed below:

Calendar Year 2013	
List Employer: (attach W-2's if you received one)	Amount:
1.	
2.	
3.	

Section 6. Certification:

By signing this form, I certify the information on this form and any attachments are accurate and complete to the best of my knowledge. If requested, I agree to provide documentation to support the information I have provided on this form. I understand that any false statements or misrepresentation may be cause for denial, reduction, withdrawal, and/or repayment of financial aid, and I may be subject to a fine, imprisonment or both, under provisions of the United States Criminal Code.



Student Signature

Date

Student Name (Print)

Student ID Number



Parent Signature (If student is dependent)/ Spouse Signature (If student is married)

Date

Additional Information & Deadlines for Financial Aid

New Students

- The deadline to submit all documentation is **July 28, 2014**. We will not accept incomplete documentation.
- If all documentation is not submitted by this deadline, the student will only be eligible for:
 - ⇒ Direct Parent Plus loan. Please go to <http://www.limcollege.edu/financial-aid/2201.aspx> for the PLUS loan application guide.
 - ⇒ Private loan. Please go to <http://www.limcollege.edu/financial-aid/2213.aspx> for additional information.

Continuing Students

- The deadline to submit all documentation is **December 1, 2014**. We will not accept incomplete documentation.
- If all documentation is not submitted by this deadline, the student will only be eligible for:
 - ⇒ Direct Parent Plus loan. Please go to <http://www.limcollege.edu/financial-aid/2201.aspx> for the PLUS loan application guide.
 - ⇒ Private loan. Please go to <http://www.limcollege.edu/financial-aid/2213.aspx> for additional information.