



# ITHACA COLLEGE

Office of Student Financial Services

## 2016-2017 Dependent Student Verification Worksheet

Student's Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

The U.S. Department of Education and/or Ithaca College selected your file for "Verification." Student Financial Services must verify the information on your FAFSA. Please complete the IRS data retrieval process at <https://fafsa.gov/> and submit this worksheet and all W2 forms (parent/spouse and student) to our office. If you are unable to complete IRS data retrieval, you must submit your *tax transcripts*, obtained from the IRS, to us. **Do not submit copies of your taxes to our office.** Please complete and return this form within 30 days of receipt or no later than May 1, 2017 (full year/spring only) or December 1, 2016 (fall only). **Your financial aid offer is not final until all verification requirements have been met and any necessary corrections have been made.**

### SECTION A: HOUSEHOLD INFORMATION

- List the people that the parent(s) you reside with will support between July 1, 2016 and June 30, 2017.
- Include yourself, your parent(s) and/or step-parent, and your parents' other children if (a) your parents provide more than half of their support and the student is residing in the household and will continue to do so from July 1 2016 – June 30 2017 or (b) the children would be required to provide parental information when applying for Federal Student Aid.
- Include other people only if they now live with your parents and your parents currently provide more than half their support and will continue to do so from July 1, 2016 – June 30, 2017.
- For those listed, write the name of the college any will be attending at least half-time and enrolled in a degree or certificate program between July 1, 2016 and June 30, 2017, whether they are an undergraduate or graduate student, and the number of credits they will take each semester. If you need more space, attach a separate page. If sibling's college selection has not been finalized, complete this form after a decision has been made.

NAME	AGE	RELATIONSHIP TO STUDENT	CURRENT COLLEGE	UNDERGRAD OR GRAD	FULL-TIME OR # OF CREDITS
		(self)	Ithaca College		

### SECTION B: STUDENT TAX INFORMATION

Check only one box below. If you did not initially complete IRS Data Retrieval while submitting the FAFSA, once your taxes are complete please correct the FAFSA at <https://fafsa.gov/>. Select **IRS Data Retrieval and complete the process.** To request an official 2015 tax return transcript from the Internal Revenue Service, you may call 1-800-908-9946 or request a transcript online at <http://www.irs.gov>.

- I have or will be completing IRS Data Retrieval; **attach all W-2 form(s).**
- I am attaching a **signed copy of my tax return transcript and all W-2 form(s).**
- I did not file and I am not required to file a 2015 U.S. Income Tax Return - **COMPLETE INFORMATION BELOW**

If you did not file and are not required to file a 2015 U.S. Income Tax Return, list below your employer and any income earned from work and attach your W-2 form(s). **If you did not work at all, please enter zero.**

SOURCE OF INCOME	AMOUNT

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

**SECTION C: PARENT TAX INFORMATION**

Check only one box below. If you did not initially complete IRS Data Retrieval while submitting the FAFSA, once your taxes are complete please correct the FAFSA at <https://fafsa.gov>. **Select IRS Data Retrieval and complete the process.** To request an official 2015 tax return transcript from the Internal Revenue Service, you may call 1-800-908-9946 or request a transcript online at <http://www.irs.gov>.

- I/We have completed or will be completing IRS Data Retrieval; **attach all W-2 form(s).**
- I/We have attached a **signed copy of our tax return transcript and all W-2 form(s).**
- I/We did not file and are not required to file a 2015 U.S. Income Tax Return - **COMPLETE INFORMATION BELOW**

If you did not file and are not required to file a 2015 U.S. Income Tax Return, list below your employer and any income earned from work and attach all W-2 form(s). **If you did not work at all, please enter zero.**

SOURCE OF INCOME	AMOUNT

**SECTION D: STUDENT AND PARENT UNTAXED INCOME INFORMATION**

If you and your parents received any sources of untaxed income please list the totals below. **DO NOT LEAVE ANY BLANKS** – if an answer does not apply please list **zero** (dashes in the boxes are not acceptable).

2015 Untaxed Income	Student	Parent
Child Support <b>received</b> for all children in the household	\$	\$
Cash received or money paid on your behalf	\$	\$
Supplemental Nutrition Assistance Program (SNAP) benefits received	\$	\$
Other untaxed income or benefits not reported elsewhere (workers' comp., disability, clergy allowances etc.)- <b>incl. source</b>	\$	\$

**Sign This Worksheet**

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct. **The student and at least one parent must sign below.** **Warning:** If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

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

\_\_\_\_\_ Date \_\_\_\_\_  
 Parent(s)' Signature