ffice of Student Financial Services niversity of Central Missouri O. Box 800 /arrensburg, MO 64093			-8080	UCM Office Use Only
2016/2017 FAFSA	Verifica	tion Works	sheet	
Before your financial assistance for the 2016/2017 award year can be finalized, federal regulations require that certain data from your Free Application for Federal Student Aid (FAFSA) be verified for accuracy. Therefore, complete ALL sections of this worksheet and submit it to the UCM Office of Student Financial Services. DO NOT leave any section blank. VRF17D / VRF17I				
Student:				700
Last Name	First		M.I.	UCM ID Number:
Permanent/Home Mailing Address:				
Number/Street/Apt.			Permane	nt/Home Telephone #
City	State	Zip Code	Student 1	Felephone or Cell #

Section A: Family Information

For FAFSA Verification purposes, you're classified as **Dependent** if you were **REQUIRED to provide parental** data on your FAFSA. You're classified as **Independent** if you were **NOT** required to provide parental data.

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

- yourself and your parent(s), including any stepparent who lives with you. Don't include a non-custodial parent.
- your parents' other children if your parents will provide more than half their financial support between July 1, 2016 and June 30, 2017, and
- other people if they now live with your parents, and your parents provide more than half of their financial support and will continue to provide more than half of their financial support between July 1, 2016 and June 30, 2017. However, do not include any foster children.
- Provide the name of the college or university (**or N/A**) that each family member (excluding your parents) will attend between July 1, 2016 and June 30, 2017.

Independent Students: List below the people in your household. Include:

- yourself (and your spouse, if you're currently married), and
- your children if you'll provide more than half of their financial support between July 1, 2016 and June 30, 2017 and
- other people if they now live with you, and you provide more than half their financial support and will continue to provide more than half of their financial support between July 1, 2016 and June 30, 2017.
- Provide the name of the college or university (or N/A) that each family member will attend between July 1, 2016 and June 30, 2017.

Full Name	Birthdate	Relationship to you	Name of College/University
You (the student)		Self	University of Central Missouri

Please continue on Page 2 ...

Section B: Income Information for 2015 Calendar Year (January 1, 2015 through December 31, 2015)

<u> </u>	Otadont o medine (Doth Dependent and macpendent status.)			
~	Check only one of the boxes below and	submit the following:		
	I filed or will file a 2015 Federal Income Tax Return	All pages of the 2015 IRS Tax Return Transcript *		
	I worked but am not required to file AND have not/will not file a 2015 Federal Income Tax Return(s)	2015 W-2 Form or other annual earnings statement from your employer(s)		
	I did not work and will not file a 2015 Federal Income Tax Return.	No documents required.		
	I corrected my 2015 Federal Income Tax Return using an Amended Return (Form 1040X)	 A signed copy of the Form 1040X filed with the IRS, AND A 2015 IRS Tax Return Transcript (★). 		
		$(\bigstar$ See instructions for obtaining Tax Peturn Transcripts on page 3)		

Student's Income (Both Dependent and Independent status.)

(*★* See instructions for obtaining Tax Return Transcripts on page 3)

Parent's Income (Dependent status) ... or Spouse's Income, if you're married (Independent status).

٦	 Image: A start of the start of	Check only one of the boxes below and …	submit the following:
		I (we) filed or will file a 2015 Federal Income Tax	All pages of the 2015 IRS Tax Return Transcript (see page 3)
F		Return(s) I (we) worked but am/are not required to file AND	2015 W-2 Form or other earnings statement from your
F	_	have not/will not file a 2015 Federal Income Tax Return(s)	employer(s)
		I (we) did not work and will not file a 2015 Federal Income Tax Return.	No documents required.
		I (we) corrected my/our 2015 Federal Income Tax	 A signed copy of the Form 1040X filed with the IRS, AND A 2015 IRS Tax Return Transcript (see page 3).
		Return using an Amended Return (Form 1040X)	2. A 2015 IRS Tax Return Transcript (see page 3).

(★ See instructions for obtaining Tax Return Transcripts on page 3)

Section C: Additional Information – BOTH Dependent & Independent Status

	No	Yes 🖈		
1			Did you, your spouse (if you're married), and/or a parent (if you're Dependent) receive SNAP benefits (food	
		stamps) at any time during the 2014 and/or 2015 calendar year?		
2			Did you, your spouse (if you're married), and/or a parent (if you're classified as Dependent) pay child support to	
			another person during the 2015 calendar year?	
			★ [IF Yes: attach to this worksheet a written explanation signed by you and/or your parent with:	
			a] the total amount of child support paid during 2015, b) to whom this money was paid, c) the name(s) of the	
			child/children for whom the money was paid, and d) the name of the person who paid the child support.] \star	
3a			Independent students: did you and your spouse (if you are married) have less than \$10,000 income in 2015?	
			\star [IF YES, attach a written explanation signed by you to this worksheet as described below.] \star	
3b			Dependent students: did your parent(s) have less than \$10,000 income in 2015?	
			★ [IF YES, attach a written explanation signed by your parent to this worksheet as described below.] ★	
<u>3a</u>	★ If you answered YES to 3a or 3b above: your signed written statement must explain how you/your family was/were financially			
or	supported. Include all types and amounts of taxable and untaxed income and benefits that were received from any family			
<u>3b</u>	members or relatives and any support received from private, community, state, or other resources.			

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Section D: Signatures (Certification)

I (we) understand that the information provided on this FAFSA Verification Worksheet is complete and accurate. I (we) understand that **intentionally** providing false, inaccurate or misleading information can result in federal penalties.

Student	Date
Spouse (only if student is married)	Date
Parent (only if student is classified as Dependent)	Date

This completed worksheet (**along with photocopies of any required documents**) should be mailed, brought, or faxed (660-543-8080) as soon as possible to the Office of Student Financial Services. (See top of first page of this form for address.)

(Keep this page for your records.)

2016/2017 FAFSA Verification Worksheet Detailed Instructions and Explanations

PLEASE !! All statements submitted to the Office of Student Financial Services <u>must be signed</u>. Include the student's name and UCM ID number on each statement.

★ An **IRS Tax Return Transcript** is the ONLY document we can accept to verify tax return data and may be obtained free-of-charge using one of these methods:

- 1) On-line at www.irs.gov/Individuals/Get-Transcript (click on the 'Get by Mail' link) or
- Complete and mail an IRS Form 4506-T, Request for Transcript of Tax Return. (Check the Return Transcript box on the form and mail to the address on the back of the form). Form 4506-T may be downloaded from this IRS web site: www.irs.gov/pub/irs-pdf/f4506t.pdf.
- 3) Order by phone: **1-800-908-9946**. You may try the IRS automated phone transcript service. The transcript is mailed to you within 5-10 calendar days.

-OR-

★ Rather than obtaining a Tax Return Transcript, you may instead re-submit your 2016/2017 FAFSA data at **www.fafsa.gov**, being sure to select the **IRS Data Retrieval Tool**. This option is best if you filed your federal tax return at least 2 weeks ago (on-line) or filed your tax return at least 6 weeks ago.

If you 1) utilized the **IRS Data Retrieval Tool** option AND 2) the data was transferred when you filed your FAFSA, you DO NOT need to submit an IRS Tax Return Transcript at this time. **HOWEVER**, you may later need to submit an IRS Tax Return Transcript if our office specifically requests it during the initial review of your FAFSA verification documents.



...that we **CANNOT** accept the following documents because they do not contain some or all of the information required to verify your 206/2017 FAFSA data:

- Federal tax returns (Form 1040, 1040A, 1040EZ).
- Tax return worksheets provided by your tax preparer or tax preparation software
- Student or parent Federal Income Tax Information screen print from the IRS.gov website (through www.fafsa.gov)
- IRS Account Transcript or IRS Record of Account
- Federal summaries provided by tax preparers or tax preparation software

Required documents, which must be signed and dated, should be attached to this form. All materials should then be submitted to the Office of Student Financial Services:

Mailing Address:	Hand carry to:	
Office of Student Financial Services	1100 Ward Edwards Bldg.	
University of Central Missouri	UCM Main Campus	
P.O. Box 800		
Warrensburg, MO 64093-5178	Fax: 660-543-8080	

Detailed information about the FAFSA Verification process may be found at: www.ucmo.edu/sfs/other/1617FAFSAVerification.cfm.