



Upload Completed Form/Documents to:
<https://mappingyourfuture.org/MappingXpress/NJITFA/>

Mail or Fax:
 Student Financial Aid Services
 NJIT - Student Mall, University Heights
 Newark, NJ 07102 Fax: 973-596-6471

Verification Worksheet 2016–2017

Your 2016–2017 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 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 any required documents to the Office of Student Financial Aid Services. We may request additional information.

STUDENT INFORMATION

| | | | |
|---|------------|------------------------|--------------|
| Last Name | First Name | M.I. | NJIT ID |
| Student’s Street Address (include apt. no.) | | Social Security Number | |
| City | State | Zip Code | Phone Number |

FAMILY INFORMATION

- a. **Dependent Students** (Parental information was required on the FAFSA): List the people for whom your parent(s) will provide more than half of support between July 1, 2016 through June 30, 2017 **including yourself and your parent(s)** (including stepparent), your siblings and 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, 2017.**

- b. **Independent Students:** List below the people in your household including yourself and your spouse, your dependent children if they will receive more than half of their support from you between July 1, 2016 through June 30, 2017. Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2017.

Also, include the name of the college for any household member, 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, 2016, and June 30, 2017. *If more space is needed, attach a separate page with the student’s name and NJIT ID at the top.*

| Full Name | Age | Relationship | College/University Attended (Between July 1, 2016 & June 30, 2017) | 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> | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Student Name: _____

NJIT ID: _____

INCOME INFORMATION

It is strongly recommended to use the IRS Data Retrieval Tool when completing/updating a FAFSA as it is the easiest way to verify income information. If you/parent did not use IRS Data Retrieval Tool, you must provide an IRS Tax Return Transcript. To obtain a **2015 IRS Tax Return Transcript**, go to www.irs.gov and click on Tools, Get a Tax Transcript and Get Transcript by Mail. Make sure to request the **"IRS Tax Return Transcript"**. Use the Social Security Number and date of birth of the first person listed on the 2015 IRS income tax return, and the address on file with the IRS (the address used on the 2015 IRS income tax return). Request transcript by telephone: 1-800-908-9946 or using paper form IRS Form 4506T-EZ or IRS Form 4506-T.

In most cases, for electronic filers, a **2015 IRS Tax Return Transcript** may be requested from the IRS within 2–3 weeks after the 2015 IRS income tax return has been accepted by the IRS and within 6–8 weeks for the 2015 paper tax return filers.

| Student and/or Spouse | Instructions: Student/Spouse and Parent (if Dependent Student) must check the box that corresponds to the appropriate 2015 federal tax filing status | Parents |
|--------------------------|---|--------------------------|
| <input type="checkbox"/> | I/We filed a 2015 federal income tax return and used IRS Data Retrieval Process when completing the 2016-17 FAFSA | <input type="checkbox"/> |
| <input type="checkbox"/> | I/We filed a 2015 federal income tax return and are attaching an official 2015 Federal IRS Tax Return Transcript | <input type="checkbox"/> |
| <input type="checkbox"/> | I/We were not employed and had no income earned from work in 2015 | <input type="checkbox"/> |
| <input type="checkbox"/> | I/We were employed in 2015 but are not required to file a 2015 Federal Income Tax Return. Please provide below the name(s) of the employer(s) and the amount of income earned even if a W-2 was not issued. Must attach copies of all 2015 W-2s. If W-2 not available, explain the reason in a signed & dated statement. | <input type="checkbox"/> |
| | Student/Spouse | Parent(s) |
| | Employer's Name 1: | Employer's Name 1: |
| | 2015 Income Earned \$: | 2015 Income Earned \$: |
| | Employer's Name 2: | Employer's Name 2: |
| | 2015 Income Earned \$: | 2015 Income Earned \$: |

ASSET INFORMATION

Do you or your parents have Untaxed IRA Distributions or Untaxed Pensions to report [] No [] Yes

Untaxed IRA Distribution: (2015 IRS Form 1040: lines 15a minus 15b or 1040A: lines 11a minus 11b)

Untaxed Pensions & Annuities: (2015 IRS Form 1040: lines 16a minus 16b or 1040A: lines 12a minus 12b)

If yes, was any amount a rollover? [] No [] Yes **If yes**, what amount was the rollover? \$ _____

Do you or your parents own rental/investment property? (DO NOT include primary residence unless a unit/portion is rented out)

If yes, please attach a copy of the Schedule E and Mortgage Balance Statement as of the FAFSA filing date. [] No [] Yes

How many total units/portions are in the property? _____ How many units/portions are rented out? _____

Do you or your parents own a business (S-Corp and Partnerships) with more than 100 employees? [] No [] Yes

If so, please submit Schedule C/C-EZ, Federal Schedule E, Federal Schedule K-1, Business IRS Tax Transcripts 1120/1120S/1065 as applicable.

CERTIFICATION AND SIGNATURES

By signing this worksheet, I (we) certify that all of the information reported on this worksheet is complete and correct. If the student is a dependent, at least one parent must sign. **Warning:** If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to prison, or both. *Computer generated signatures are not acceptable.*

Student Signature

Date

Parent Signature (Required for Dependent Students)

Date