

## 2016-2017 Dependent Student Verification Form (Group V1)

Your FAFSA (Free Application for Federal Student Aid) has been selected under federal regulations for verification. The verification process will be conducted by SMU in accordance with the U. S. Dept. of Education's Verification Regulations (Title 34 CFR 668, Subpart E). Failure to complete verification will delay awarding and disbursement of funds to your student account. If any additional information is needed to resolve conflicting or unclear data, you will be notified by the SMU Financial Aid office.

**Mail:** SMU Financial Aid  
Division of Enrollment Services  
P. O. Box 750181, Dallas, TX 75275-0181

**Email:** FA.Verification@mail.smu.edu  
**In person:** at the Financial Aid Front Desk on the 1st floor of the Laura Lee Blanton Bldg.

### STEP 1: STUDENT INFORMATION

Last name	First name	MI	SMU ID Number	Last 4 digits of SSN
Home Address (number, street, city, state, zip code)			Student E-mail Address	Phone Number

### STEP 2: NUMBER IN HOUSEHOLD & NUMBER IN COLLEGE

In the table below, please list the members of your parent's household as described by FAFSA rules:

- ☒ **Yourself**
- ☒ **Your parent(s):** biological, adoptive, or step-parents. *[If parents are remarried, list the couple you live with, not both biological parents. If parents are divorced, list only the parent you live with (custodial parent)].*
- ☒ **Your parents' other children - IF 1)** Your parents will provide over 50% of their support from July 1, 2016 to June 30, 2017; and/or **2)** They are considered **DEPENDENT** according to **FAFSA rules** for July 1, 2016 to June 30, 2017.
- ☒ **Any other people** who live with your parents and who will receive over 50% of their support from them now through June 30, 2017.
- ☒ **The college/university/postsecondary institution** for any household member excluding your parents who will be enrolled at least ½ time from July 1, 2016 through June 30, 2017. *Do not include high schools/secondary schools.*

Full Name	Age	Relationship	2016-2017 College/Univ./Inst.
1.		Self	SMU
2.		Parent 1	Not applicable to parents
3.		Parent 2 (if applicable)	Not applicable to parents
4.			
5.			
6.			
7.			
8.			
9.			
10.			

In nearly all cases, only the IRS Data Retrieval tool or Tax Return Transcript will be accepted for verification. Please review the criteria below; if any apply, you will be ineligible to use the Data Retrieval Tool:

1. Filed an amended 2015 tax return (IRS Form 1040X)
2. Filed a foreign or Puerto Rican 2015 tax return
3. Had a change in marital status after December 31<sup>st</sup>, 2015
4. You're married, but filed as "Head of Household" or "Married filing separately"
5. You selected "Unmarried, Living Together" on the FAFSA
6. Entered an invalid SSN on the FAFSA. or entered it as all 0's

To use Tool: go to [FAFSA.gov](http://FAFSA.gov), log in w/ your PIN. Generally, IRS Data is available 1-3 weeks if e-filed; 8-11 weeks otherwise (depends on balance owed & refund).

If you are ineligible or choose not to use the Data Retrieval Tool, you must request an IRS Tax Return Transcript: [www.irs.gov/Individuals/Get-Transcripts](http://www.irs.gov/Individuals/Get-Transcripts) or 800-908-9946. Send ALL pages, front and back. Save a copy for your records before sending to SMU.

**STEP 3: STUDENT TAX INFO - ONLY COMPLETE ONE SECTION BELOW (A, B OR C AND PROCEED TO STEP 4.**
**SECTION A. If you have already filed your 2015 taxes, check only one box in Options 1, 2, or 3 and proceed to STEP 4.**
**OPTION 1 - IRS DATA RETRIEVAL TOOL**

- ☐ I have already used the IRS Data Retrieval Tool.
- ☐ I will make a FAFSA correction and use the IRS Data Retrieval Tool as soon as possible.

**OPTION 2 - IRS TAX RETURN TRANSCRIPT**

- ☐ My IRS Tax Return Transcript is attached.
- ☐ I have ordered an IRS Tax Return Transcript and it is being sent to SMU.

**OPTION 3 – AMENDED TAX RETURN**

- ☐ I have filed an Amended Tax Return; my IRS Tax Return Transcript 1040 AND signed 1040X are attached.
- ☐ I have filed an Amended Tax Return; my IRS Tax Return Transcript 1040 AND signed 1040X will be sent to SMU.

**SECTION B. If you are required to file taxes, but have not yet filed, check only one box in Options 1, 2, or 3 and proceed to STEP 4.**
**OPTION 1 - TAX EXTENSION - CHECK ONE BOX BELOW:**

- ☐ I have been granted a tax extension. I have attached my Form 4868 AND all my Form W-2(s) and/or Form 1099-MISC(s).
- ☐ I am SELF-EMPLOYED and have been granted a tax extension. I have attached my Form 4868 AND written my estimated 2015 AGI and Taxes Paid below: 2015 AGI: \$ \_\_\_\_\_ 2015 Taxes Paid \$ \_\_\_\_\_ (use IRS Form 1040-ES).

**OPTION 2 - IRS DATA RETRIEVAL TOOL**

- ☐ I have not been granted an extension by the IRS; I will make a FAFSA Correction and use the Data Retrieval Tool as soon as I file my taxes.

**OPTION 3 - IRS TAX RETURN TRANSCRIPT**

- ☐ I have not been granted an extension by the IRS; I will request an IRS Tax Return Transcript as soon as I file my taxes.

**SECTION C. If you are not required to file according to IRS rules, complete Option 1 or 2 and proceed to STEP 4.**
**OPTION 1 – WAGES EARNED IN 2015 – Complete the table below AND attach all of the Form W-2's provided to you:**

Name of Employer or Source of Income	2015 Wages earned	W-2 provided?	W-2 Attached?
	\$ _____		
	\$ _____		
	\$ _____		

**OPTION 2 – NO WAGES EARNED IN 2015**

- ☐ Check here certifying that you earned \$0 in wages for calendar year 2015.

**STEP 4: PARENT TAX INFO - ONLY COMPLETE ONE SECTION BELOW (A, B, OR C) AND PROCEED TO STEP 5.**
**SECTION A. If you have already filed your 2015 taxes, check one box in Options 1, 2, or 3 and proceed to STEP 5.**
**OPTION 1 - IRS DATA RETRIEVAL TOOL**

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	\$		
	\$		
	\$		

**OPTION 2 – NO WAGES EARNED IN 2015**

- ☐ Check here certifying that you earned \$0 in wages for calendar year 2015.

**STEP 5: RECEIPT OF SNAP BENEFITS**

Please certify below if someone listed in the household section in Step 2 received SNAP benefits (the Supplemental Nutrition Assistance Program, formerly known as Food Stamps) in 2014 or 2015 (*circle yes or no*): **YES / NO**

**STEP 6: CHILD SUPPORT PAID**

Please certify below if one or both of your parents listed in the household section in Step 2 paid child support to someone outside of your household in 2015 (*circle yes or no*): **YES / NO**

*If YES, please complete the fields below:*

Name of the adult paying child support	
Name of the adult to whom child support was paid	
Name <u>and</u> Age of the child(ren) for whom child support was paid	1.
	2.
	3.
	4.
The amount of child support paid	\$

**STEP 7: CERTIFICATIONS AND SIGNATURES**

**SIGNING BELOW CERTIFIES THAT ALL INFORMATION PROVIDED HEREIN IS COMPLETE AND ACCURATE.**

\_\_\_\_\_  
Student Name (print) and Signature Date

\_\_\_\_\_  
Parent Name (print) and Signature Date

**WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.**