

## 2013-2014 Verification Worksheet

### FEDERAL STUDENT AID PROGRAMS

Your 2013–2014 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 reported on your FAFSA. To verify that you provided correct information the Grossmont College Financial Aid Office 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 must complete and sign this worksheet, attach any required documents, and submit the form and any other required documents to the Grossmont College

Financial Aid Office. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.  
**Complete this verification form IN BLACK INK** and submit the completed worksheet, IRS Tax Transcripts and any other documents we request to:

**Grossmont College**  
**Financial Aid Office**  
**8800 Grossmont College Drive**  
**El Cajon, CA 92020-1799**

### Dependent Student's Information

Student's Last Name	Student's First Name	Student's M.I.	Student's Social Security Number
Student's Street Address (include apartment/unit number)			Student's WebAdvisor ID Number
City	State	Zip Code	Student's Email Address
Student's Home Phone Number (include area code)			Student's Alternate or Cell Phone Number

### SECTION 1 – Standard Verification Group (Questions 72-73 on the FAFSA)

#### 1.1 - List below the people in your parent(s)' household. Include:

- Yourself and your parent(s) (including stepparent if applicable) even if you don't live with your parent(s).
- Your parent(s) other children if your parent(s) will provide more than half of their support from July 1, 2013, through June 30, 2014, or if the other children would be required to provide parental information if they were completing a FAFSA for 2013–2014. Include children who meet either of these standards, even if they do not live with your parent(s).
- 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, 2014.

Include the name of the college for any household member, excluding your parent(s), who will be enrolled at least half time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2013, and June 30, 2014. *If more space is needed, attach a separate page with the student's name and Social Security Number at the top.*

Full Name	Age	Relationship	If In College	If At Least Half Time
<i>Marty Jones (example)</i>	<i>40</i>	<i>Dad</i>	<i>Central University</i>	<i>Yes</i>
		Self	Grossmont College	

**1.2 - Dependent Student's Income Information to Be Verified**

1. **TAX RETURN FILERS—Important Note:** If the student filed, or will file, an amended 2012 IRS tax return, the student must contact the Grossmont College Financial Aid Office before completing this section.

**Instructions:** Complete this section if the student, filed or will file a 2012 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student has not already used the tool, go to [www.FAFSA.gov](http://www.FAFSA.gov), log into the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the student is eligible to use the IRS Data Retrieval Tool to transfer 2012 IRS income tax information into the student's FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you need more information about when, or how to use the IRS Data Retrieval Tool contact the Grossmont College Financial Aid Office.*

Check the box that applies:

- I, the student have used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2012 IRS income information into either the initial FAFSA or when making a correction to the FAFSA.
- I, the student am unable or choose not to use the IRS Retrieval Tool in FAFSA on the Web and I will submit to Grossmont College a 2012 IRS Tax Return Transcript – NOT a photo copy of the Income Tax Return.

2. **NONFILERS**—Complete this section if the student will not file and is not required to file a 2012 income tax return with the IRS.

Check the box that applies:

- I, the student was not employed and had no income earned from work in 2012.
- I, the student was employed in 2012 and have listed below the names of all my employers, the amount earned from each employer in 2012, and I have indicated whether a W-2 form is attached. *Attach copies of all 2012 W-2 forms issued to the student by employers. List every employer even if they did not issue a W-2 form. If more space is needed, attach a separate page with the student's name and Social Security Number at the top.*

Employer's Name	2012 Amount Earned (Please round up or down – NO CENTS)	W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000</i>	<i>Yes</i>

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

**1.3 – Student’s annual untaxed income received in 2012 (Question 44 on the FAFSA).**

Do not leave any items blank. If an item does not apply to you, fill in ‘0’.

Source of Untaxed Income	2012 Annual Amount (Please round up or down – NO CENTS)	Source of Untaxed Income	2012 Annual Amount (Please round up or down – NO CENTS)
Payments to tax-deferred pension and savings plans (i.e. 401K’s, 403B’s)		Veterans’ Dependency & Indemnity Compensation (DIC)	
Child Support Received (Don’t include foster care or adoption payments.)		Assistance from Religious Non-Profit Organization or Church	
Refugee Assistance		Workers Compensation	
Untaxed Portions of IRA Distributions		State Disability Benefits	
First time homebuyer tax credit from IRS Form 1040 – line 67		Code A of IRS Schedule K-1 (IRS Form 1065)	
Military BAS ( <b>Do not include BAH</b> )		Alimony not reported on IRS Form 1040	
Foreign income earned in 2012. (Please report in US dollars.)		Veterans’ Educational Work-study Allowances	
Veterans’ Disability Benefits		Other:	

**1.4 – Assistance programs.**

Please indicate if you received any of the following assistance programs in 2012:

- |  |  |
|--|--|
| <input type="checkbox"/> Social Security Benefits (i.e. SSI/SSA) | <input type="checkbox"/> Housing Assistance (i.e. Section 8 or Low-income Housing) |
| <input type="checkbox"/> Public Assistance (i.e. TANF/Welfare)   | <input type="checkbox"/> General Relief/General Assistance                         |
| <input type="checkbox"/> Financial Aid/G.I. Bill                 | <input type="checkbox"/> WIC (Women, Infants and Children’s Program)               |

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

**1.5 - Parent's Income Information to Be Verified**—Note: If two parents were reported in Section 1.1 of this worksheet, the instructions and certifications below refer and apply to both parents.

**1. TAX RETURN FILERS—Important Note:** If the student's parent(s) filed, or will file, an amended 2012 IRS tax return, you must contact the Grossmont College Financial Aid Office before completing this section.

**Instructions:** Complete this section if the student's parent(s) filed or will file a 2012 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student's parent(s) has not already used the tool, the parent and the student should go to [www.FAFSA.gov](http://www.FAFSA.gov), log in to the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the parent(s) is eligible to use the IRS Data Retrieval Tool to transfer 2012 IRS income tax information into the student's FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you need more information about whether or how to use the IRS Data Retrieval Tool contact the Grossmont College Financial Aid Office.*

Check the box that applies:

- The student's parent(s) has used the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2012 IRS income information into either the initial FAFSA or when making a correction to the FAFSA.
- The student's parent(s) is unable or chooses not to use the IRS Data Retrieval Tool and the parent will submit to Grossmont College a copy of the **2012 IRS tax return transcript** — NOT a photo copy of the Income Tax Return.
- Check if parents did or will file a joint federal return. **If parents filed a joint federal return, you must also provide copies of the 2012 W-2's for both parents.**

**2. NONFILERS** — Complete this section if the student's parent(s) will not file and is not required to file a 2012 income tax return with the IRS.

Check the box that applies:

- The student's parent(s) was not employed and had no income earned from work in 2012.
- The student's parent(s) was employed in 2012 and has listed below the names of all the parent's employers, the amount earned from each employer in 2012, and has indicated whether a W-2 form is attached. *Attach copies of all 2012 W-2 forms issued to the parent(s) by employer(s). List every employer even if they did not issue a W-2 form. If more space is needed, attach a separate page with the student's name and Social Security Number at the top.*

Parent Employer's Name	2012 Amount Earned (Please round up or down – NO CENTS)	W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000</i>	<i>Yes</i>

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

**1.6 - Parent's Annual untaxed income received by student in 2012 (Question 92 on the FAFSA).**

Annual untaxed income received in 2012 by one (or both) of the student's parents listed in Section 1.1 of this worksheet. **Do not leave any items blank. If an item does not apply to you, fill in '0'.**

Source of Untaxed Income	2012 Annual Amount (Please round up or down – NO CENTS)	Source of Untaxed Income	2012 Annual Amount (Please round up or down – NO CENTS)
Payments to tax-deferred pension and savings plans (i.e. 401K's, 403B's)		Veterans' Dependency & Indemnity Compensation (DIC)	
Child Support Received (Don't include foster care or adoption payments.)		Assistance from Religious Non-Profit Organization or Church	
Refugee Assistance		Workers Compensation	
Untaxed Portions of IRA Distributions		State Disability Benefits	
First time homebuyer tax credit from IRS Form 1040 – line 67		Code A of IRS Schedule K-1 (IRS Form 1065)	
Military BAS ( <b>Do not include BAH</b> )		Alimony not reported on IRS Form 1040	
Foreign income earned in 2012. (Please report in US dollars.)		Veterans' Educational Work-study Allowances	
Veterans' Disability Benefits		Other:	

**1.7 – Assistance programs.**

Please indicate if one (or both) student's parents listed in Section 1.1 of this worksheet received any of the following assistance programs in 2012:

- |  |  |
|--|--|
| <input type="checkbox"/> Social Security Benefits (i.e. SSI/SSA) | <input type="checkbox"/> Housing Assistance (i.e. Section 8 or Low-income Housing) |
| <input type="checkbox"/> Public Assistance (i.e. TANF/Welfare)   | <input type="checkbox"/> General Relief/General Assistance                         |
| <input type="checkbox"/> Financial Aid/G.I. Bill                 | <input type="checkbox"/> WIC (Women, Infants and Children's Program)               |

### SECTION 2 – SNAP Verification Group

Complete this section if someone in the student's parent's household (listed in Section 1.1) received benefits from the Supplemental Nutrition Assistance Program (SNAP), formerly known as food stamps, any time during the 2011 or 2012 calendar years.

- One or more of the persons in the student's parent's household received SNAP benefits in 2011 or 2012. If asked by Grossmont College Financial Aid, I will provide documentation of the receipt of SNAP benefits during 2011 and/or 2012.

### SECTION 3 – Child Support Paid Group

Complete this section if one of the student's parents paid child support in 2012.

- One (or both) of the student's parents paid child support in 2012. The parent has indicated below the name of the person who paid the child support, the name of the person to whom the child support was paid, the names of the children for whom child support was paid and the total annual amount of child support that was paid in 2012 for each child. If asked by Grossmont College Financial Aid, I will provide documentation of the payment of child support.

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2012 (Please round up or down – NO CENTS)
<i>Marty Jones (example)</i>	<i>Chris Smith</i>	<i>Terry Jones</i>	<i>\$6,000</i>

### Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. (The student and a parent must sign this worksheet.)

\_\_\_\_\_ Date

Student's Signature

\_\_\_\_\_ Date

Parent's Signature

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

***Do not mail this worksheet to the U.S. Department of Education.  
Submit this worksheet to the Grossmont College Financial Aid Office.***

***You should make a copy of this worksheet for your records.***