
Dependent Student's Income Information to Be Verified

Student Name: _____

Student ID #: _____

2016-2016 (July 1, 2016 – June 30, 2017 / Calendar & Tax Year 2015)**1. TAX RETURN FILERS**

Important Note: If the student filed, or will file, an **amended** IRS tax return, the student should contact the financial aid administrator before completing this section.

If the student will not file and is not required to file an income tax return with the IRS, skip section 1 and proceed to section 2.

Instructions: Complete this section if the student **filed, will file, or should file** an IRS income tax return. *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at www.FAFSA.gov.* In most cases, no further documentation is needed to verify income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed.

Check the box that applies:

- ☐ The student **has not yet used** the IRS DRT in *FAFSA on the Web* but will use the tool to transfer IRS income tax return information into the student's FAFSA once the IRS income tax return has been filed.
- ☐ The student is **unable or chooses not to use** the IRS DRT in *FAFSA on the Web* and instead will provide the school an **IRS Tax Return Transcript(s)**.

An **IRS Tax Return Transcript** may be obtained through the following methods:

- **Online Request** - Go to www.irs.gov. Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."
- **Telephone Request** - 1-800-908-9946
- **Paper Request Form** - IRS Form 4506T-EZ or IRS Form 4506-T

In most cases, for electronic tax filers, tax return information is available 2 – 3 weeks after the electronic submission has been accepted by the IRS. Generally, for filers of paper IRS income tax returns, the tax return information is available within 8–11 weeks after the paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about using the IRS DRT or obtaining an IRS Tax Return Transcript.

_____ Check here if an **IRS Tax Return Transcript** is provided.

_____ Check here if an **IRS Tax Return Transcript** will be provided later.

Warning: According to the U.S. Department of Education, if you purposely give false or misleading information on form, you may be subject to a fine of up to \$20,000 or imprisonment for up to 5 years, or both.

Financial Aid/Veterans' Affairs
Central Piedmont Community College – PO Box 35009 – Charlotte, NC 28235-5009
Telephone: (704) 330-6942 Fax: (704) 330-5053
You may submit, fax or mail your documents to any of our six locations.

2. TAX RETURN NONFILERS

Instructions: Complete this section if the student will not file and **is not required** to file an income tax return with the IRS.

Check the box that applies:

- ☐ The student was **not employed** and had no income earned from work last year.
- ☐ The student was **employed last year** and has listed the names of all employers and the amount earned from each employer in the table below. Please list every employer even if the employer did not issue an IRS W-2. In all cases, **attach all W2s or an IRS Wage and Income Transcript**. Note: We may require you to provide documentation from the IRS that indicates an IRS income tax return was not filed.

To obtain **IRS Wage and Income Transcripts** and Verification of Nonfiling Letters:

- **Mail Request** - Go to www.irs.gov. Print and complete Form 4506-T and mail or fax to the designated IRS office.
- **In-Person Printout** - Go to www.irs.gov to locate the nearest participating IRS office.

Employer's Name	Yearly Amount Earned	W-2 Issued by employer?
ABC Shipping (example)	\$1,280	Yes/No

3. CERTIFICATION AND SIGNATURES

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. **Signatures from both the student and the parent who signed the FAFSA are required below.**

Read, Sign, and Date

If you are the student, by signing below you certify that you (1) will use federal and/or state student financial aid only to pay the cost of attending an institution of higher education, (2) are not in default on a federal student loan or have made satisfactory arrangement to repay it, (3) do not owe money back on a federal student grant or have made satisfactory arrangement to repay it, (4) will notify your school if you default on a federal student loan, and (5) will not receive a Federal Pell Grant for more than one school for the same period of time.

If you are the parent or the student, by signing this application you agree, if asked, to provide information that will verify the accuracy of your completed form. This information may include your U.S. income tax transcripts. Also, you certify you understand that the Secretary of Education has the authority to verify information reported on your application with the Internal Revenue Service and other federal agencies. If you sign any document related to the federal student aid programs electronically using a Personal Identification number (PIN), you certify you are the person identified by the PIN and have not disclosed that PIN to anyone else. **If you purposely give false or misleading information, you may be fined \$20,000, sent to prison, or both.**

By signing below you are authorizing Central Piedmont Community College to make corrections to your original and/or subsequent applications based on the documents you are now submitting. The student (and at least one parent) whose information was given on the original application should sign below

Student's Signature

Date

Parent's Signature

Date

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