

C. Independent Student's Income Information to Be Verified**1. TAX RETURN FILERS**

If you filed a 2015 income tax return with the IRS, complete this section. **The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web.** If you have not already used the tool, go to FAFSA.gov, log in to your FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if you are eligible to use the IRS Data Retrieval Tool to transfer 2015 IRS income tax information into your 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, see your financial aid administrator.

Check the box that applies:

- I, the student, have used the IRS Data Retrieval Tool in FAFSA on the Web to transfer my (and, if married, my spouse's) 2015 IRS income information into my FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *Your school will use the IRS information that was transferred in the verification process.*
- I, the student, have not yet used the IRS Data Retrieval Tool, but I will use the tool to transfer my (and, if married, my spouse's) 2015 IRS income information into my FAFSA once I have filed my 2015 IRS tax return. *See instructions above for information on how to use the IRS Data Retrieval Tool. Your school cannot complete the verification process until your (and, if married, your spouse's) IRS information has been transferred into your FAFSA.*
- I, the student, am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and I will submit to the school **2015 IRS tax return transcript(s)**, NOT photocopies of the income tax return.*

Check here if an IRS tax return transcript(s) is attached to this worksheet.

Check here if IRS tax return transcript(s) will be submitted to your school later. Verification cannot be completed until the IRS tax return transcript(s) has been submitted to your school.

**To obtain an IRS tax return transcript, go to www.irs.gov and click on the "Get a Tax Transcript" link, or call 1-800-908-9946. Make sure to request the "IRS tax return transcript" and not the "IRS tax account transcript." A tax account transcript will only be requested if you have made amendments to your existing tax return. If you are married and you and your spouse filed separate 2015 tax returns, you must submit tax return transcripts for both you and your spouse.*

Note: If you (or your spouse, if married) filed, or will file, an amended 2015 IRS tax return, you must contact your financial aid administrator.

2. TAX RETURN NON-FILERS

If you, the student (and, if married, your spouse), will not file and are not required to file a 2015 income tax return with the IRS, complete this section.

Check the box that applies:

- I, the student (and, if married, the student's spouse), was not employed and had no income earned from work in 2015.
- I, the student (and/or the student's spouse if married), was employed in 2015 and have listed on the next page the names of all employers, the amount earned from each employer in 2015, and whether an IRS W-2 form is attached. **Attach copies of all 2015 W-2 forms issued to you (and, if married, to your spouse) by employers.** *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and TC ID at the top.*

TCID: _____

Employer's Name	2015 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes</i>

D. Independent Student's Other Information to be Verified

Did your calculated Adjusted Gross Income (AGI) for 2015 fall below \$15,000?

If **yes**, please provide a **2016-2017 Low Income Verification Worksheet** as a supplement to this Verification Worksheet to demonstrate how you supported yourself financially during the 2015 year. This form is available under the 'Forms' section of the Office of Financial Aid website.

Did you or someone in your household receive benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) at any time during the 2014 or 2015 calendar years?

If **yes**, please indicate the person's name, age, and relation to you. You must submit documentation to our office to show that SNAP benefits were received.

Full Name	Age	Relationship
<i>Mary Jones (example)</i>	<i>28</i>	<i>Self</i>

Did you or your spouse pay child support at any time during the 2014 or 2015 calendar years?

If **yes**, please indicate the person's name, age, and relation to you. You must submit documentation to our office to show the amount of child support that was paid.

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 2015
<i>Matry Jones (example)</i>	<i>Melinda Jones</i>	<i>John Jones</i>	<i>\$2,000</i>

TCID: _____

E. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. The student must sign this worksheet. If married, the spouse's signature is optional.

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

Student's Signature

Date

Spouse's Signature

Date

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

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