

2012-2013

Dependent Verification Worksheet Federal Student Aid Programs

Your 2012–2013 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, the financial aid administrator at Northwest 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 other required documents to the Financial Aid Office at Northwest. We may ask for additional information. If you have questions about Verification, contact the Financial Aid Office as soon as possible so that your financial aid will not be delayed.

DO NOT LEAVE ANY BLANKS! INCOMPLETE FORMS WILL BE RETURNED TO YOU!! READ CAREFULLY! FEDERAL REGULATIONS HAVE CHANGED!

A. Dependent Student's Information

Student's Last Name	Student's First Name	Student's M.I.	Student's SSN	Student ID No.
Student's Street Address (in	clude apt. no.)		Student's Date of Bi	rth
City	State	Zip Code	Student's Email Add	ress
Student's Home Phone Num	nber (include area code)		Student's Alternate of	or Cell Phone Number

B. Dependent Student's Family Information

List below the people in your <u>parent(s)</u>' household. Include:

- Yourself and your parent(s) (including a stepparent), 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, 2012, through June 30, 2013, or if the other children would be required to provide parental information if they were completing a FAFSA for 2012–2013. 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, 2013.

Include the name of the college for any household member, excluding your parent(s), who will be enrolled, <u>at least half time</u> in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2012, and June 30, 2013. <u>If asked by Northwest, I will provide documentation of enrollment for each person listed</u>. *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	College	Will be Enrolled at
				Least Half Time
Missy Jones (example)	18	Sister	Central University	Yes
		Self	Northwest MS CC	

Stı	tudent's Name:	SSN:		
C.	. Dependent Student's Income Information to Be Verified			
1	AX RETURN FILERS— Important Note: If the student filed, or will file, an <u>amended</u> 2011 IRS tax return, the student must ntact the financial aid administrator before completing this section.			
	Instructions: Complete this section if the student, filed or will file a 201 verify income is by using the IRS Data Retrieval Tool that is part of FAFSA tool, go to FAFSA.gov, log in to the student's FAFSA record, select Financial Information section of the form. From there, follow the instruction IRS Data Retrieval Tool to transfer 2011 IRS income tax information into IRS income information to be available for the IRS Data Retrieval Tool weeks for paper IRS tax return filers. If you need more information about your financial aid administrator.	A on the Web. If the studen "Make FAFSA Correction ions to determine if the student's FAFSA. It for electronic IRS tax ret	t has not already used the ns," and navigate to the udent is eligible to use the takes up to two weeks for urn filers and up to eight	
	Check the box that applies:			
	The student <u>has used</u> the IRS Data Retrieval Tool in FAFSA on the information into the student's FAFSA, either on the initial FAFSA or will use the IRS information that was transferred in the verification pro	when making a correction		
	The student <u>has not yet used</u> the IRS Data Retrieval Tool in FAFSA transfer 2011 IRS income information into the student's FAFSA one instructions above for information on how to use the IRS Data Retriev process until the IRS information has been transferred into the FAFSA.	ce the student has filed a al Tool. Northwest canno	2011 IRS tax return. See	
	The student is <u>unable or chooses not to</u> use the IRS Data Retrieval Tool in FAFSA on the Web, and the student will submit to Northwest a 2011 IRS tax return transcript —not a photocopy of the income tax return. To obtain an IRS tax return transcript, go to <u>www.IRS.gov</u> and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9940 Make sure to request the "IRS tax return transcript" and not the "IRS tax account transcript." You will need your Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when the 2011 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.			
	Check here if the student's IRS tax return transcript is attached to	o this worksheet.		
	Check here if the student's IRS tax return transcript will be submitted to Northwest later. Verification cannot be completed until the IRS tax return transcript has been submitted to Northwest.			
2	2. TAX RETURN NONFILERS—Complete this section if the student will not file and is <u>not required</u> to file a 2011 income tax return with the IRS.			
	Check the box that applies:			
	The student was not employed and had no income earned from work in 2011. Attach verification of non-filing status from the IRS.			
	The student was employed in 2011 and has listed below the names of all the student's employers, the amount earned from each employer in 2011, and whether an IRS W-2 form is attached. Attach copies of all 2011 IRS W-2 forms issued to the student by employers. List every employer even if they did not issue an IRS 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 20	11 Amount Earned	IRS W-2 Attached?	
	1 2	,000.00(example)	Yes(example)	

tudent's Name:	SSN:	
. Parent's Income Information to Be Verified—Note: If instructions and certifications below refer and apply to both pa		tion B of this worksheet, the
1. TAX RETURN FILERS— Important Note: If the student's student's financial aid administrator must be contacted before		nded 2011 IRS tax return the
Instructions: Complete this section if the student's parent(s) way to verify income is by using the IRS Data Retrieval Tool not already used the tool, the parent and the student should "Make FAFSA Corrections," and navigate to the Financial Into determine if the parent(s) is eligible to use the IRS Data Restudent's FAFSA. It takes up to two weeks for IRS income is electronic IRS tax return filers, and up to eight weeks for pwhether or how to use the IRS Data Retrieval Tool, see the students.	that is part of FAFSA on the Web. go to <u>FAFSA.gov</u> , log in to the sti formation section of the form. From trieval Tool to transfer 2011 IRS in information to be available for the paper IRS tax return filers. If you is	If the student's parent(s) ha. udent's FAFSA record, select there, follow the instruction come tax information into the IRS Data Retrieval Tool fo
Check the box that applies:		
The student's parent(s) <u>has used</u> the IRS Data Retrieve information into the student's FAFSA, either on the initial will use the IRS information transferred into the student's	I FAFSA or when making a correcti	ion to the FAFSA. Northwes
The student's parent(s) <u>has not yet</u> used the IRS Data R information into the student's FAFSA once the paren information on how to use the IRS Data Retrieval To verification until the parent has transferred IRS information	t's IRS tax return has been filed ol. The student's financial aid aa	. See instructions above for
The parent(s) is unable or chooses not to use the IRS Decopy of the parent's 2011 IRS tax return transcript(s)—return transcript go to www.IRS.gov and click on the "egoph of the sure you order the "IRS tax return transcript need his or her Social Security Number, date of birth, address used when the 2011 IRS tax return was filed). It is for electronic IRS tax return filers, and up to eight week separate 2011 tax returns were filed, 2011 IRS tax return	—not photocopies of the income tax Order a Return or Account Transcopt" and not the "IRS tax account to and the address on file with the Intakes up to two weeks for IRS income wheeks for paper tax return filers. If the	return. To obtain an IRS ta. ript" link, or call 1-800-908 ranscript." The parent(s) wil RS (normally this will be th ne information to be available the parents are married, and
Check here if an IRS tax return transcript(s) is attac	hed to this worksheet.	
Check here if IRS tax return transcript(s) will be subthe IRS tax return transcript(s) has been submitted to		ion cannot be completed unti
2. TAX RETURN NONFILERS—Complete this section if the income tax return with the IRS.	student's parent(s) will not file and	is not required to file a 2011
Check the box that applies:		
The parent(s) was not employed and had no income earn from the IRS. You must also complete Northwest's 20		
The parent(s) was employed in 2011 and has listed below each employer in 2011, and whether an IRS W-2 form is the parent(s) by employer(s). List every employer even attach a separate page with the student's name and Socia	s attached. Attach copies of all 20 if they did not issue an IRS W-2 fe	11 IRS W-2 forms issued to
Employer's Name	2011 Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	\$2,000.00 (example)	Yes (example)

Student's Name:		SSN:	
E. Parent's Other Information	ı to Be Verified		
		household (listed in Section B) rely known as food stamps) any time	
	n Section B of this worksheet rec ation of the receipt of SNAP ben	eived SNAP benefits in 2010 or 201 efits during 2010 and/or 2011.	1. <u>If asked by Northwest</u>
2. Complete this section if one of	the student's parents paid child s	upport in 2011.	
indicated below the name paid, the names of the chi paid in 2011 for each child	of the person who paid the child sildren for whom child support wad. If asked by Northwest, I will	of this worksheet paid child supports support, the name of the person to was paid, and the total annual amount provide documentation of the pay the student's name and Social Security	rhom the child support was t of child support that was vment of child support. I
Name of Person Who Paid Child Support	Name of Person to Whom Ch Support was Paid	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2011
Marty Jones	Chris Smith (example)	Terry Jones	\$6,000.00
WARNING FROM DEPARTMENT purposely give false or mislea worksheet, you may be fined, be	T OF EDUCATION: If you adding information on this	WARNING FROM NORTHWEST: If y false or misleading information on this no longer be eligible for financial aid at	worksheet, you will
		SS DIRECTED TO DO SO BY T S CREATE CONFUSION AND	
Each person signing this works The student and one parent must		nation reported on it is complete and	correct.
Student's Signature		Date	
Parent's Signature		Date	

Do not mail this worksheet to the U.S. Department of Education.

Submit this worksheet to:
Northwest Mississippi Community College
ATTN Financial Aid Office
4975 Hwy 51 North
PO Box 7019
Senatobia, MS 38668