

# 2014-2015 VERIFICATION FORM (IVF-V1)

## Federal Student Aid Programs

University of Arkansas • Office of Financial Aid • 114 Silas H. Hunt Hall • Fayetteville, Arkansas 72701 • (479) 575-3806 • (479) 575-7790 (FAX)

Your Free Application for Federal Student Aid (FAFSA) was selected for a review called "verification." If there are differences between the FAFSA and the documents submitted, corrections will be made to the FAFSA and sent to the U.S. Department of Education for confirmation. **We cannot determine or award federal financial aid until verification has been completed, so please provide the needed documents as soon as possible.**

**WHAT YOU SHOULD DO:**

1. Complete this form in blue or black ink, including the required signatures (yours and your parent(s)', if applicable).
2. Contact the Office of Financial Aid if you have questions about completing this form.
3. Bring, fax, or mail this completed form to the University of Arkansas, Office of Financial Aid.
4. **Do not make any further corrections to the FAFSA once you have submitted this form unless specifically advised to do so by the Office of Financial Aid.**

NOTE: This form will be returned to you if information is not fully and accurately completed.

**A. STUDENT INFORMATION:**

<i>Last Name</i>	<i>First Name</i>	<i>Social Security Number</i>
<i>Street Address</i>	<i>Date of Birth</i>	
<i>City</i>	<i>State</i>	<i>Zip Code</i>
		<i>Daytime Phone Number (include area code)</i>

**B. FAMILY INFORMATION:**

An **Independent student** will be able to state at least one of the following to be true. Documentation may be requested.

- You were born before January 1, 1991.
- You are admitted to a masters or doctoral degree granting program for the 2014-2015 school year.
- You were married, as of the day you filed the Free Application for Federal Student Aid.
- You have children for whom you will provide more than half of their support from July 1, 2014 through June 30, 2015.
- You have dependents (other than your children or spouse) who live with you and you provided more than half of their support and will continue to provide more than half of their support from July 1, 2014 through June 30, 2015.
- You are an orphan.
- You are or were (until age 18) a ward/dependent of the court.
- You are or were an emancipated minor as determined by a court in your state of legal residence.
- You are or were in legal guardianship as determined by a court in your state of legal residence.
- You are currently serving on active duty (not for training purposes) or are a veteran of the U.S. Armed Forces.
- You were on or after July 1, 2013 determined to be homeless by a school or shelter official.

**Check a box** based on the definition of an independent student as defined above and complete the grid below.

**DEPENDENT STUDENT:**

List the people in your parent(s)' household. Include:

- Yourself
- Your custodial parent(s) (include step-parent)
- Your custodial parent(s)' dependent children
- Other people only if they now live with your parents, and your parents provided more than half of their support and will continue to provide more than half of their support from July 1, 2014 through June 30, 2015.

**INDEPENDENT STUDENT:**

List the people in your household. Include:

- Yourself
- Your spouse, if married
- Your dependent children, if they reside with you and you will provide more than half of their support from July 1, 2014 through June 30, 2015.
- Other people if they now live with you, and you provided more than half of their support and will continue to provide more than half of their support from July 1, 2014 through June 30, 2015.

FULL NAME	Date of Birth	RELATIONSHIP	COLLEGE NAME If Enrolled at Least Half-Time During 2014-2015
		SELF	University of Arkansas

**ID:** \_\_\_\_\_

**C. STUDENT/SPOUSE FEDERAL TAX RETURN and INCOME INFORMATION:**

**Important:** Please read each statement and complete either section 1, 2, 3 or 4, depending upon which is most accurate. These questions pertain to the student (and spouse, if applicable) only.

Yes  1. I (and my spouse) filed a 2013 U.S. Income Tax Return and have not/will not file an amendment.

\*\* If you selected box 1 above, please select the box below (A or B) which describes your data retrieval status.

A. I (and my spouse) have used or will use the IRS Data Retrieval Tool in FAFSA on the Web, to retrieve and transfer 2013 IRS income information into the FAFSA once the 2013 IRS tax return has been filed. *The FAFSA verification cannot be completed until the IRS information has been transferred into the FAFSA.*

How to use the IRS Data Retrieval Tool in FAFSA on the Web: Go to [www.FAFSA.gov](http://www.FAFSA.gov), log in to the student's 2014-15 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 (and spouse if applicable) is eligible to use the IRS Data Retrieval Tool to transfer 2013 IRS income tax information into the student's FAFSA. It takes up to three weeks after submission before the income information is available for the IRS Data Retrieval Tool for electronic IRS tax returns. It takes up to eleven weeks if a paper IRS tax return was submitted.

**Please note:** If IRS Data Retrieval Tool information is changed, we will not be able to complete verification with that information and will require the 2013 tax return transcript and 2013 W-2s.

B. I (and my spouse) am unable, or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and will **submit** to the Office of Financial Aid the 2013 IRS tax return transcript — not a photocopy of the income tax return — and a copy of the 2013 W-2s with this Verification Form. To obtain an IRS tax return transcript, go to [www.IRS.gov/transcript](http://www.IRS.gov/transcript) or call 1-800-908-9946. It takes up to three weeks for IRS income information to be available if filed electronically and up to eleven weeks for paper IRS tax returns filers.

Yes  2. I (and my spouse) filed a 2013 U.S. Income Tax Return and have/will be submitting an amendment.

If an Amended Return was filed with the IRS, provide a signed copy of the original 2013 IRS income tax return that was filed with the IRS or a 2013 IRS Tax Return Transcript (signature not required), a signed copy of the 2013 IRS Form 1040X, "Amended U.S. Individual Income Tax Return," that was filed with the IRS, and a copy of any 2013 W-2s.

Yes  3. I (and my spouse) have filed/will be filing an application for an extension on my 2013 U.S. Income Tax Return.

If you have been granted a filing extension by the IRS, provide a copy of the IRS Form 4868, "Application for Automatic Extension of Time to File U.S. Individual Income Tax Return," that was filed with the IRS for 2013 and a copy of all 2013 W-2 forms and, if self-employed, a signed statement certifying the amount of the individual's AGI and the U.S. Income Tax paid for tax year 2013. Once the tax extension deadline has passed on October 15, 2014, you will be required to submit to our office your completed tax information as requested above (1.A or 1.B) or documentation from the IRS that you have been granted a further extension. If this information is not received by January 1, 2015, your federal financial aid will be cancelled until documentation is received.

Yes  4. I (and my spouse) have not/will not file and am not required to file a 2013 U.S. Income Tax Return.

\*\* If you selected box 4 above, please select the appropriate box below (A or B).

A. I (and my spouse) was not employed and had no income earned from work in 2013.

B. I (and my spouse) was employed in 2013 and have listed in the grid below, the names of all the employer(s), the amount earned from each employer in 2013, and have attached a copy of any 2013 W-2 Forms or 1099s.

\*\* **List every employer, even if they did not issue a W-2 or 1099-MISC.**

2013 Source of Income	2013 Amount Earned	Earned By (Name)	W-2 or 1099 Attached?
	\$		
	\$		
	\$		
	\$		

**D. PARENT FEDERAL TAX RETURN and INCOME INFORMATION:**

**Important:** Please read each statement and complete either section 1, 2, 3 or 4, depending upon which is most accurate. These questions pertain to the parent(s) only. If you are an independent student, please skip this section and proceed to section E.

Yes  1. I (and my spouse) filed a 2013 U.S. Income Tax Return and have not/will not file an amendment.

\*\* If you selected box 1 above, please select the box below (A or B) which describes your data retrieval status.

A. I (and my spouse) have used or will use the IRS Data Retrieval Tool in FAFSA on the Web, to retrieve and transfer 2013 IRS income information into the FAFSA once the 2013 IRS tax return has been filed. *The FAFSA verification cannot be completed until the IRS information has been transferred into the FAFSA.*

How to use the IRS Data Retrieval Tool in FAFSA on the Web: Go to [www.FAFSA.gov](http://www.FAFSA.gov), log in to the student's 2014-15 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 (and spouse if applicable) is eligible to use the IRS Data Retrieval Tool to transfer 2013 IRS income tax information into the student's FAFSA. It takes up to three weeks after submission before the income information is available for the IRS Data Retrieval Tool for electronic IRS tax returns. It takes up to eleven weeks if a paper IRS tax return was submitted.  
**Please note:** If IRS Data Retrieval Tool information is changed, we will not be able to complete verification with that information and will require the 2013 tax return transcript and 2013 W-2s.

B. I (and my spouse) am unable, or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and will **submit** to the Office of Financial Aid the 2013 IRS tax return transcript — not a photocopy of the income tax return — and a copy of the 2013 W-2s with this Verification Form. To obtain an IRS tax return transcript, go to [www.IRS.gov/transcript](http://www.IRS.gov/transcript) or call 1-800-908-9946. It takes up to three weeks for IRS income information to be available if filed electronically and up to eleven weeks for paper IRS tax returns filers.

Yes  2. I (and my spouse) filed a 2013 U.S. Income Tax Return and have/will be submitting an amendment.  
 If an Amended Return was filed with the IRS, provide a signed copy of the original 2013 IRS income tax return that was filed with the IRS or a 2013 IRS Tax Return Transcript (signature not required), a signed copy of the 2013 IRS Form 1040X, "Amended U.S. Individual Income Tax Return," that was filed with the IRS, and a copy of any 2013 W-2s.

Yes  3. I (and my spouse) have filed/will be filing an application for an extension on my 2013 U.S. Income Tax Return.  
 If you have been granted a filing extension by the IRS, provide a copy of the IRS Form 4868, "Application for Automatic Extension of Time to File U.S. Individual Income Tax Return," that was filed with the IRS for 2013 and a copy of all 2013 W-2 forms and, if self-employed, a signed statement certifying the amount of the individual's AGI and the U.S. Income Tax paid for tax year 2013. Once the tax extension deadline has passed on October 15, 2014, you will be required to submit to our office your completed tax information as requested above (1.A or 1.B) or documentation from the IRS that you have been granted a further extension. If this information is not received by January 1, 2015, your student's federal financial aid will be cancelled until documentation is received.

Yes  4. I (and my spouse) have not/will not file and am not required to file a 2013 U.S. Income Tax Return.

\*\* If you selected box 4 above, please select the appropriate box below (A or B).

A. I (and my spouse) was not employed and had no income earned from work in 2013.

B. I (and my spouse) was employed in 2013 and have listed in the grid below, the names of all the employer(s), the amount earned from each employer in 2013, and have attached a copy of any 2013 W-2 Forms or 1099s.

\*\* **List every employer, even if they did not issue a W-2 or 1099-MISC.**

2013 Source of Income	2013 Amount Earned	Earned By (Name)	W-2 or 1099 Attached?
	\$		
	\$		
	\$		
	\$		

**E. CHILD SUPPORT PAID:**

No child support was paid in 2013 by the student, parent(s), or any member of the student's or parent's household.

The student (or spouse, if applicable) paid child support in 2013. List in the chart below the names of the persons who paid the child support, the names of the persons to whom child support was paid, the names of the children for whom the child support was paid and the total annual amount of child support that was paid in 2013 for each child.

One of the parents included in the household paid child support in 2013. List in the chart below the names of the persons who paid the child support, the names of the persons to whom child support was paid, the names of the children for whom the child support was paid and the total annual amount of child support that was paid in 2013 for each child. **FOR DEPENDENT STUDENTS ONLY.**

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 2013
			\$
			\$
			\$

If more space is needed, provide a separate page that includes the student's name and ID number.

**Note:** If we have reason to believe that the information regarding child support paid is not accurate, we may request additional documentation, such as:

- A copy of the separation agreement or divorce decree that shows the amount of child support to be provided;
- A statement from the individual receiving the child support certifying the amount of child support received; or
- Copies of the child support payment checks or money order receipts.

**F. RECEIPT OF SNAP (Supplemental Nutritional Assistance Program) BENEFITS:**

No SNAP benefits were received by the student, parent(s), or any member of the student's or parent's household.

The student or a member of the student's household received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2012 or 2013. SNAP may be known by another name in some states. For assistance in determining the name used in a state, please call 1-800-4FED-AID (1-800-433-3243).

The parent(s) or a member of the parent's household received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2012 or 2013. SNAP may be known by another name in some states. For assistance in determining the name used in a state, please call 1-800-4FED-AID (1-800-433-3243).

**Note:** If we have reason to believe that the information regarding the receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefits in 2012 or 2013.

**G. SIGN THIS FORM:**

By signing this form, I (we) certify that all the information reported on this form is complete and correct. If dependent, at least one parent must sign. **WARNING:** If you purposefully give false or misleading information on this form, you may be fined, sentenced to jail, or both.

**X** \_\_\_\_\_ Date \_\_\_\_\_  
Student Signature

**X** \_\_\_\_\_ Date \_\_\_\_\_  
Parent/Step-parent Signature (Dependent Students Only)

**NOTE:** This form will be returned to you if information is not fully and accurately completed.

ID: \_\_\_\_\_