



San Joaquin Delta College

2014-2015 Verification Worksheet

Federal Student Aid Programs

Instructions

Your application was selected for review in a process called "Verification." In this process, your school will be comparing information from your FAFSA application with copies of you and your spouse's 2013 Federal tax transcript(s), or other financial documents. The law says we are required to ask you for this information before awarding Federal aid. If there are differences between your FAFSA application information and your financial documents, your school may need to make corrections electronically.

After submitting your documents: PLEASE DO NOT make corrections to your FAFSA, this will cause award processing DELAYS.

Submit this form with all necessary documents to the Financial Aid & Veterans Services office immediately. Upon review of the documentation you submit, additional information **may** be required; notification of such will be made as quickly as possible. The following is required to complete your financial aid file:

1. Submit the completed 2014-2015 Dependent Verification Form. Make sure the form is signed by the student. This form is 3 pages (excluding this one) and needs to be **filled out completely**; **if the answer is zero write "0"**, do not leave blanks. Your name and I.D./SSN must be on **every page**.

Use **dark or black ink** to complete forms, those filled out in **pencil will be returned**.

2. **TAX-FILERS:** Submit **2013 Federal Tax Transcript(s)** for student and parents if filed. You can obtain a Federal Tax Return Transcript by calling the **IRS at 1-800-908-9946**.
3. **NON-TAX-FILERS with income earned from work:** Submit **W2 form(s)** for student and parent(s). You can obtain copies of W2(s) by calling the **IRS at 1-800-908-9946**.
4. **If Food Stamps** were received by any household member reported on Section B of this form for 2012 or 2013 obtain from your eligibility worker and **submit a Passport to Services** as supporting documentation.

You may submit the verification form and required documents by mail, FAX or Drop Box.

By mail: Financial Aid, Scholarships & Veterans Services – Box 111
5151 Pacific Avenue
Stockton, CA 95207

By FAX: 209-954-3848 (Please make sure the student's ID# appears on every page)

DROP BOX: Located in the DeRicco Building Lobby at the Information Desk

Questions? Please call 209-954-5115.

ALL DOCUMENTS must be submitted at the same time. **Missing documents** or any **blanks on this form** will cause all documents to be **returned to you** by mail and will DELAY the awarding process.

Awarding is on a first-come-first-serve basis & date order.

2014–2015 Verification Worksheet

Dependent Student

Student's Last Name	Student's First Name	Student's M.I.	Student's Social Security Number
<hr/>			<hr/>
Student's Street Address (include apt. no.)			Delta ID#
<hr/>			<hr/>
City	State	Zip Code	Student's Date of Birth

B. Dependent Student's Family Information

- 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, 2014, through June 30, 2015, or if the other children would be required to provide parental information if they were completing a FAFSA for 2014–2015. 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, 2015.

Write the name of all household members that fit the description above in the space below. Also write in the name of the college for any household member 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, 2014, and June 30, 2015. *If more space is needed, attach a separate page with your name and Social Security Number at the top.*

[illegible]

C. Dependent Student's Income Information to Be Verified

☐ **TAX RETURN FILERS**—Attach to this form an *IRS Tax Return Transcript(s)* for yourself and your spouse (if married).

Important Note: If you filed, or will file, an amended 2013 IRS tax return, submit **both** an IRS Tax Return Transcript **and** IRS Tax Account Transcript.

☐ **TAX RETURN NON-FILERS**—Complete this section if you, the student, **will not file and are not required to file a 2013 income tax return with the IRS.**

☐ I did not have earned income from work.

☐ The student was employed in 2013 and has:

- Listed below the names of all employers.
- The amount earned from each employer in 2013. **MUST** attach copies of all 2013 W-2 forms.

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 SSN at the top.

Employer's Name	2013 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes</i>

3 Untaxed Income: List below all of the sources and amounts of money received from Jan. 1, 2013 through Dec. 31, 2013.

Source of Money	TOTAL 2013 Amount Received
<i>Social Security, Child Support etc., (example)</i>	<i>\$2,000.00</i>

D. Parent(s)' Income Information to Be Verified

☐ **TAX RETURN FILERS**—Attach to this form an *IRS Tax Return Transcript(s)* for yourself and your spouse (if married).

Important Note: If you the parent(s) filed, or will file, an amended 2013 IRS tax return, submit **both** an IRS Tax Return Transcript **and** IRS Tax Account Transcript.

☐ **TAX RETURN NONFILERS**—Complete this section if you, the parent (and, if married, your spouse), **will not file and are not required to file** a 2013 income tax return with the IRS.

☐ Parent(s) did not work. Neither I, nor my spouse (if married) earned income from work. (go to #3 on next page)

☐ Parent(s) worked and had earned income from work in 2013 and has:

- Listed below the names of all employers.
- The amount earned from each employer in 2013. **MUST attach copies of all 2013 W-2 forms.**

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 student's name and SSN at the top.

Employer's Name	2013 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes</i>

3. **Untaxed Income:** List below all of the sources and amounts of money received by parent(s) from Jan. 1, 2013 through Dec. 31, 2013. Include untaxed/other income (e.g., TANF (Welfare), SSI, Military Living Allowance, disability income, unemployment insurance income Housing, food and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits), Veterans non-education benefits such as Disability Death Pension or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.). Money received, or paid on your behalf (e.g. bills), not reported elsewhere on this form. **Annual (not monthly) amounts.**

Source of Money	TOTAL 2013 Amount Received
<i>Social Security, Child Support etc., (example)</i>	<i>\$2,000.00</i>

4. **Low or Zero Income Certification:** If your income was not sufficient to pay rent, food, and other expenses, explain below how your expenses were met (attach a separate sheet if space is not adequate here):

E. Parent(s)' Other Financial Information to Be Verified

- If someone in the student's parent's household (listed in Section B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as **food stamps**) any time during the 2011 or 2013 calendar years ATTACH Passport to Services to this form.
- Complete this section if one of the student's parents paid child support in 2013.

☐ One (or both) of the student's parents listed in Section B of this worksheet paid child support in 2013. 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 2013 for each child. If asked by the school, I will provide documentation of the payment of child support. If you need more space, attach a separate page that includes the student's name and Social Security Number at the top.

☐ Neither I nor my spouse (if married) paid child support in 2013.

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
<i>Marty Jones(example)</i>	<i>Chris Smith</i>	<i>Terry Jones</i>	<i>\$6,000.00</i>

F. Certification and Signatures

Certification and Signature: I certify that all of the information reported on this worksheet is **complete and correct**. The student and one parent must sign this worksheet .

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

Student's Signature

Date

Parent's Signature

Date

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