



North Carolina A&T State University
Office of Student Financial Aid
2015-2016 Verification Worksheet

Your 2015–2016 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 reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

Student Last Name _____ Student First Name _____ MI _____ 950 _____ Banner ID _____

Email Address _____ Date of Birth _____ / _____ / _____

Permanent Address (include apt #) _____ City _____ State _____ Zip Code _____

Home Telephone Number (include area code) _____ Cell Number (include area code) _____

What you should do:

1. You are encouraged to use the IRS Data Retrieval Tool to transfer information to your FAFSA. If you do not use the IRS Data Retrieval, you **MUST** submit a Federal tax transcript from IRS by visiting www.irs.gov or calling 1-800-908-9946.
2. **Complete all applicable sections and sign this worksheet** (you and at least one parent (if dependent) or your spouse (if married)).
3. Your financial aid administrator will compare information on these documents and make corrections if necessary. If there are differences between your FAFSA information and your financial documents, the Office of Student Financial Aid will send corrections electronically to have your information reprocessed.

STEP 1: Please check the appropriate box and include only the information for the checked box.

List the names of all family members who reside in the household.

Dependent Students (List yourself first under “Self”)

- ❖ Include yourself, your parent(s) including step-parent, parents’ dependent children, and other people living in the household, if your parent(s) will provide more than half of their support from July 1, 2015 through June 20, 2016.
- ❖ Write in the name of the college for any family member (excluding your parent(s) who will be attending college in a degree program at least half-time between July 1, 2015 and June 30, 2016)

Independent Students (List yourself first.)

- ❖ Include yourself, your spouse (if married), your children and any other individuals that you will provide more than half of their support from July 1, 2015 through June 20, 2016.
- ❖ Write in the name of the college for any family member who will be attending college in a degree program at least half-time between July 1, 2015 and June 30, 2016.

Full Name	Age	Relationship	College Attending for 2015-16	Date of Birth
		Self	NC A&T State University	

Name _____

Banner# _____

Household Size (Cont.)

Full Name	Age	Relationship	College Attending for 2014-15	Date of Birth

STEP 2: Tax Forms and Income Information

SECTION 1 - (Tax Filers)

Instructions: Complete this section if the student filed or will file a 2014 income tax return with the IRS. **Copies of tax returns (1040, 1040A & 1040EZ) are not acceptable documentation for verification purpose. (MUST BE A TAX RETURN TRANSCRIPT FROM IRS)**

To Be Completed by Student (Dependent/Independent): (Please check all boxes that applies.)

- I filed a 2014 Federal Income Tax Return and used the IRS Data Retrieval or I am attaching a copy of my 2014 IRS Tax Return Transcript.
- My spouse and I filed a separate 2014 Federal Income Tax Return. (A copy of the spouse 2014 IRS Tax Return Transcript must be submitted.)
- I will not file and am not required to file a 2014 Federal Income Tax Return.
- I was employed in 2014 and not required to file a Federal tax return. **(SUBMIT all W2's if earned income and not required to file)**

To Be Completed By PARENT(S): (Please check all boxes that applies.)

- I filed a 2014 Federal Income Tax Return and used the IRS Data Retrieval or I am attaching a copy of my/our 2014 IRS Tax Return Transcript.
- My spouse and I filed a separate 2014 Federal Income Tax Return. (A copy of the spouse 2014 IRS Tax Return Transcript must be submitted.)
- I/We will not file and am not required to file a 2014 Federal Income Tax Return.
- I/We were employed in 2014 and not required to file a Federal tax return. **(SUBMIT all W2's if earned income and not required to file)**

SECTION 2 – For Non-Tax Filers If you (the student/spouse or your parent(s) did not file a tax return but received W-2's, submit a copy of all W-2's and complete the section below. **If you had income in 2014 list the source and the amount.**

Check the box for those individuals **who did not** and **were not** required to file a 2014 federal income tax return and indicate their source of income and the amount received below.

- Student Parent Spouse

- List all employers and any income received in 2014 for all family members who indicated in SECTION 1 that they did not file and are not required to file a 2014 Federal income tax return.
- A copy of the 2014 W-2 Form from each employer must be submitted with this Verification Worksheet. Please include the student's Banner ID on each W-2 form.

Name of Employer or Sources of Untaxed Income	Student/Spouse	Parent
Source of Income: Aggie Depot (EXAMPLE)	\$2,000.00	\$ 5,000.00
Source of Income:	\$	\$
Source of Income:	\$	\$
Source of Income:	\$	\$
Source of Income:	\$	\$

Name _____

Banner# _____

STEP 3: Student and Parent's 2014 Untaxed Income**Independent Student:** Please indicate below any of the following that apply to **you (and your spouse)** for the 2014 tax year.**Dependent Student:** Please indicate below any of the following that apply to you and **your parent(s)** for the 2014 tax year.

Name of Employer or Sources of Untaxed Income	Student/Spouse	Parent
Payments to tax-deferred pension and retirement savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on the W-2 forms in Boxes 12a through 12d, codes D, E, F, G, H and S. Don't include amounts reported in code DD (employer contributions toward employee health benefits).	\$	\$
IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans from IRS Form 1040—line 28 + line 32 or 1040A—line 17.	\$	\$
Child support received for any of your parents' children. (yearly amount) Do not include foster care or adoption payments.	\$	\$
Tax exempt interest income from IRS Form 1040 - line 8b or 1040A - line 8b.	\$	\$
Untaxed portions of IRA distributions from IRS Form 1040 - lines (15a minus 15b) or 1040A - lines (11a minus 11b). Exclude rollovers. If negative, enter a zero here.	\$	\$
Untaxed portions of pensions from IRS Form 1040 - lines (16a minus 16b) or 1040A - lines (12a minus 12b). Exclude rollovers. If negative, enter a zero here.	\$	\$
Housing, food and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits). Don't include the value of on-base military housing or the value of a basic military allowance for housing. (yearly amount)	\$	\$
Veterans' non-education benefits, such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances. (yearly amount)	\$	\$
Other untaxed income not reported in items 45a through 45h, such as workers' compensation, disability, etc. Also include the untaxed portions of health savings accounts from IRS Form 1040—line 25. Don't include extended foster care benefits, student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, on-base military housing or a military housing allowance, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.	\$	\$
Earnings from work under a cooperative education program offered by a college. (yearly amount)	\$	\$
Money received, or paid on your behalf (e.g., bills), not reported elsewhere on this form (yearly amount) . Combat pay or special combat pay. Only enter the amount that was taxable and included in your parents' adjusted gross income. Do not enter untaxed combat pay.	\$	\$
Education credits (American Opportunity, Hope or Lifetime Learning tax credits) from IRS Form 1040—line 49 or 1040A—line 31.	\$	\$
Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment.	\$	\$
Taxable student grant and scholarship aid reported to IRS in your parents' adjusted gross income . Includes AmeriCorps benefits (awards, living allowances and interest accrual payments), as well as grant and scholarship, portions of fellowships and assistantships.	\$	\$

Name _____ Banner# _____

(Please Check All Applicable Boxes Below)

STEP 4: SNAP (Food Stamps)

- **SNAP** - Please indicate if any of the following in the household received Food Stamps, Food Share or Supplemental Nutrition Assistance Program (SNAP) food benefits during 2014 or 2015.

Student Yes No

Spouse of Student Yes No

Parent Yes No

STEP 5: Child Support Paid

- **Child Support** - Did you, one or both of your parents pay child support in 2014? Yes No If yes, complete the section below:

Name of Person Who Paid Child Support	Name of Person to Whom Child Support Was Paid	Name of Child for Whom Support Was Paid	Date of Birth for Whom Child Support Was Paid	Yearly Amount of Child Support Paid in 2014
				\$
				\$
				\$
				\$

STEP 6: Required Signatures

Certification

By signing below, each person certifies that all the information reported on this form is complete and correct.

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

Student Signature _____ Date _____

Parent Signature _____ Date _____ Relationship to Student _____
(For dependent students)

Mail or Fax completed form to:

*North Carolina A&T State University
 Office of Student Financial Aid Office
 1601 E. Market Street, Room 100
 Greensboro, North Carolina 27411*

Telephone #: 336-334-7973

Fax #: 336-334-7954

**VWKST
 UPDATED: 3/4/15**