

California Lutheran University – Office of Financial Aid

**15-16
VD1**

Dependent Verification Worksheet Federal Student Aid Programs

Your 2015-2016 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. 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 Office of Financial Aid. We may ask for additional information. Should you require further instructions, please contact our office at (805) 493-3115 or finaid@callutheran.edu.

A. Student Information

Last Name	First Name	M.I.	CLU ID # or Social Security Number
@callutheran.edu			
Date of Birth	E-mail address	Current phone number (include area code)	

B. Number of Household Members and Number in College

List the people in your parent(s)' household, including:

- ▶ **Yourself** AND
- ▶ **Your parent(s)**: Include parents who are listed on your FAFSA (including a stepparent) AND
- ▶ **Your sibling(s)**: Include sibling(s) who meet either of these standards even if they do not live with your parents:
 - a) if your parents will provide more than half of your sibling's support from July 1, 2015 through June 30, 2016 or
 - b) if your sibling(s) would be required to provide parental information on their FAFSA for 2015–2016 AND
- ▶ **Other people**: Include other people as part of the household if they live with your parents currently, your parents provide more than half of their support, and your parents will continue to provide more than half of their support through June 30, 2016

First and last name of family member	Relationship to student	Age	Name of COLLEGE family member will attend *
1.	<i>Self</i>		<i>California Lutheran University</i>
2.			
3.			
4.			
5.			

* For family members who will be enrolled at least half-time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2015 and June 30, 2016. **Do Not include name of the college if the family member is your parent.**

If more space is needed, provide a separate page with the student's name and ID number at the top.

C. Child Support Paid

1. In 2014, did anyone in parent(s)' household make child support payments to another person?
 - YES (please complete chart below)
 - NO

Name of person who made child support payment(s)	Name of person who received child support payment(s)	Name of child for whom child support was paid	Total amount paid between January 1 - December 31, 2014
			\$
			\$

If more space is needed, provide a separate page with the student's name and ID number at the top.

D. Receipt of SNAP Benefits

1. Did any member of the parent(s)' household receive benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2013 or 2014?
 - YES
 - NO

Note: If we have reason to believe that the information regarding the payment of child support and/or receipt of SNAP benefits is inaccurate, we may require further documentation.

E. Income Verification for 2014

The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at FAFSA.gov.

In most cases, no further documentation is needed to verify 2014 IRS income tax return information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed. Contact the financial aid office if more information is needed about using the IRS DRT. **Please wait 3 weeks after electronically filing your tax return before using the Data Retrieval Tool or downloading your Return Transcript.**

1. (PARENT) Check the box that applies:

- The parents have used or plan to use the IRS DRT in FAFSA on the Web to transfer 2014 IRS income tax return information into the student's FAFSA.
- The parents are unable to use the IRS DRT in FAFSA on the Web, and instead will provide the school a 2014 IRS Tax Return Transcript(s). To obtain an IRS Tax Return Transcript, go to www.IRS.gov and click on the "Get Transcript of Your Tax Records" link. If the parents filed separate 2014 IRS income tax returns, 2014 IRS Tax Return Transcripts must be provided for both. **(DO NOT send a photocopy of the income tax return)**
- The parents will not file and are not required to file a 2014 income tax return with the IRS:
- Check here if neither parent(s) were employed and had no income earned from work in 2014.
- Check here if one or both parents were employed in 2014 and list below the names of all employers and the amount earned from each employer in 2014. Any parent who checks this option **must provide** copies of all 2014 IRS W-2 forms issued to the parent by their employers. List every employer, even if the employer did not issue a W-2 form. Please note this option is for parents who are **not filing** a tax return.

Employer's Name (for non-tax filers only)	Amount earned in 2014	W-2 Attached
	\$	
	\$	

2. (STUDENT) Check the box that applies:

- The student has used or plans to use the IRS DRT in FAFSA on the Web to transfer 2014 IRS income tax return information into the student's FAFSA.
- The student is unable to use the IRS DRT in FAFSA on the Web, and instead will provide the school a 2014 IRS Tax Return Transcript(s). To obtain an IRS Tax Return Transcript, go to www.IRS.gov and click on the "Get Transcript of Your Tax Records" link. **(Do NOT send a photocopy of the income tax return)**
- The student will not file and is not required to file a 2014 income tax return with the IRS (complete explanation below):
- Check here if the student was not employed and had no income earned from work in 2014.
- Check here if the student was employed in 2014 and list below the names of all employers and the amount earned from each employer in 2014. Any student who checks this option **must provide** copies of all 2014 IRS W-2 forms issued to the student by his/her employers. List every employer, even if the employer did not issue a W-2 form. Please note this option is for students who are **not filing** a tax return.

Employer's Name (for non-tax filers only)	Amount earned in 2014	W-2 Provided?
	\$	
	\$	

3. In 2014, did any member of the parent(s)' household roll over any portion of an IRA distribution or retirement account?

- YES (please include a copy of Form 1099 for the rollover)
- NO

F. Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information is reported on the FAFSA must sign and date. **WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.**

Student's Signature – Required

Date

Parent's Signature – Required

Date

RETURN TO:

**CLU Office of Financial Aid
60 West Olsen Road #1375
Thousand Oaks, CA 91360
EMAIL: finaid@callutheran.edu
FAX: (805) 493-3114**