2018-2019 Verification Worksheet

Dependent/ Independent Student
Student Financial Aid Office

What is Verification?

Your application was selected for a review in a process called "Verification." The Office of Student Financial Aid must compare information from your FAFSA with this Verification Worksheet, a 2016 Federal Income Tax Transcript and other financial documents. The law says we have the right to ask you for this information before awarding Federal Aid. If there are differences between your application information and your financial documents, you or your school may need to make corrections electronically or by using your Student Aid Report (SAR). Complete this verification form and submit as soon as possible to prevent delays.

[Your school must review the requested information, under the financial aid program rules (CFR Title 34, Part 668)]

What you should do:

1. Complete and sign this worksheet. Please **do not leave any sections blank.**
2. Send the completed worksheet, tax forms, and other documents to the Student Financial Aid Office.
3. We will compare information on this worksheet and supporting documents with the information you submitted on your application and will make any corrections needed (if possible), or will contact you to make the corrections.

A. Student Information

Last Name _____ First Name _____ MI _____ ID Number _____

Address (Include Apt#) _____ Date of Birth _____

City _____ State _____ Zip _____ Phone Number _____

B. Household Information

☐ **INDEPENDENT STUDENTS:** List the people that you (and your spouse) will provide support from July 1, 2018 through June 30, 2019. Include yourself, your spouse and your dependent children. Include other people only if they now live with you and you will provide more than half their support and will continue to provide more than half their support from July 1, 2018 through June 30, 2019.

☐ **DEPENDENT STUDENTS:** List the people that your parents will support from July 1, 2018 through June 30, 2019. Include yourself, your parents and your parent's other children if your parents provided more than half of their support or if the children were required to give parental information when applying for Federal Student Aid.

Full Name	Age	Relationship	College
		Self	Southwest Texas Junior College

C. Tax Forms and Income Information

1. **FOR ALL TAX FILERS:** Please **CHECK BELOW** and attach a copy of the signed 2016 Federal Income Tax Return Transcript. Include any 2016 tax return from Puerto Rico or a foreign income tax return.

☐ Student ☐ Spouse ☐ Father ☐ Mother

2. **FOR ALL NON TAX FILERS: CHECK** individuals that **DID NOT FILE OR NOT REQUIRED** to file a 2016 Federal Income Tax Return.

A. I did work in 2016, but I am not required to file an income tax return.

☐ **Student/Spouse** ☐ **Parent**

1) Complete the table below listing all of your 2016 employers.
2) Submit a copy of every 2016 W-2 or 1099 received from these employers
3) Submit a 2016 "Verification of Non-Filing Letter" from the IRS. *(not required for DEPENDENT students)*

NAME OF EMPLOYER	STUDENT	SPOUSE	FATHER	MOTHER
	$	$	$	$
	$	$	$	$
	$	$	$	$

B. I did NOT work in 2016- I will not and am not required to file an income tax return.

☐ **Student/Spouse** ☐ **Parent**

1) Submit a 2016 "Verification of Non-Filing Letter" from the IRS. You can obtain a "Verification of Non-Filing Letter" by submitting IRS Form 4506-T and checking Box 7. Then mail to the IRS. Once you receive this form, via mail, return it along with this form to the Financial Aid Office. (*not required for DEPENDENT students*)

D. Sign this Worksheet

By signing this worksheet, I (we) certify that all the information reported to qualify for Federal student aid is complete and correct. **IF DEPENDENT, ONE PARENT MUST SIGN.**

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

Student Signature _____ Date _____

Parent Signature _____ Date _____

Return this form and ALL other requested documentation to your local SWTJC Campus.

SWTJC Uvalde Campus
2401 Garner Field Road
Uvalde, TX 78801
830-591-7368

SWTJC Del Rio Campus
207 Wildcat Drive
Del Rio, TX 78840
830-775-1579

SWTJC Eagle Pass Campus
4003 Highway 227 Southeast
Eagle Pass, TX 78852
830-758-4116