



CLTCC _____ 2014-2015 Verification Worksheet (Campus/Site)

Your 2014–2015 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. In this process, we are required by federal law (34 CFR, Part 668) to compare the information from your FAFSA application with the information provided on this form, and with copies of your 2013 federal tax transcript (and your spouse’s if you are married, or parent (s)’ if you are considered dependent for federal aid process). If there are differences between your application and the documents you submit, corrections will be made. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information the financial aid administrator at your school will compare your FAFSA with the information on this worksheet, and with any other required documents. If there are differences, your FAFSA information may need to be corrected. If needed, your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible, so that your financial aid will not be delayed. **We cannot process your financial aid until verification has been completed, so please provide the required documents as soon as possible.**

WHAT YOU SHOULD DO:

1. If you did not use IRS Data Retrieval Tool when completing your FAFSA, collect your (and if applicable, your spouse’s or parent(s)’) **2013 IRS Tax Transcript**. Submit transcript(s) to CLTCC Office of Financial Aid.
2. Complete this form and provide the required signatures (yours and your parents(s)’, if applicable). Submit completed form to CLTCC Office of Financial Aid
3. Do not make any further corrections to the FAFSA once you have submitted this form. **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>M.I.</i>	<i>Social Security Number or Campus ID number</i>
<i>Address (include apt. #)</i>			<i>Date of birth</i>
<i>City</i>	<i>State</i>	<i>Zip Code</i>	<i>() / () Home phone number / Cell phone number</i>

B. FAMILY INFORMATION How do you determine whether you are a **DEPENDENT** or an **INDEPENDENT STUDENT**?

An **INDEPENDENT STUDENT** will be able to state at least **one** of the following statements to be true: Please indicate below by checking which statement applies to you. **PROOF MAY BE REQUESTED! If you are able to check a box below, YOU ARE AN INDEPENDENT STUDENT.**

- You were born before January 1, 1991.
- You were married, as of the day you filed the Free Application for Federal Student Aid (FAFSA).
- 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.
- When you were 13 years or older you were: an orphan (both parent’s deceased), in foster care, or a ward/dependent of the court
- You are a veteran of the U.S. Armed Forces.
- You are currently serving on active duty in the U.S. Armed Forces for purposes other than training.
- You are an emancipated minor as determined by a court in your state of legal residence.
- You are in legal guardianship as determined by a court in your state of legal residence.
- You are an unaccompanied homeless youth as determined by either: your high school or school district homeless liaison, the director of an emergency shelter program funded by HUD, or the director of a runaway or homeless youth basic center transitional living program.

If you **CANNOT** check a box above, **YOU ARE A DEPENDENT STUDENT.**

(continue)

Check ONE box below based on the definition of an independent student as defined above and then complete the APPROPRIATE table below.

I AM A DEPENDENT STUDENT:

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

- Yourself – PLUS:
- 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 provide more than half of their support and will continue to provide more than half of their support from 7/1/2014 – 6/30/2015.

Full Name	Age	College	Relationship
		CLTCC	Self
			Mother/Stepmother
			Father/Stepfather
			Parent's Dependent Child
			Parent's Dependent Child
			Parent's Dependent Child
**			

MUST supply proof that you provide more than half the support for that person(s)

I AM AN INDEPENDENT STUDENT:

List the people in your household. Include Yourself plus:

- Your spouse, if married
- Your dependent children, if you will provide more than half of their support from 7/1/2014 – 6/30/2015.
- 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 7/1/2014 – 6/30/2015.

Full Name	Age	College	Relationship
		CLTCC	Self
			Spouse
			Your Dependent Child
			Your Dependent Child
			Your Dependent Child
			Your Dependent Child
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C. TAX TRANSCRIPTS AND INCOME INFORMATION IF YOU DID NOT USE THE IRS DATA RETRIEVAL WHEN COMPLETING YOUR FAFSA YOU MUST SUBMIT AN OFFICIAL TAX TRANSCRIPT FROM THE IRS DEPARTMENT. TAX FORMS SUCH AS 1040, 1040A, ETC...ARE NO LONGER ACCEPTED.

Section 1 → You must submit an official IRS Transcript; you may call the IRS at 1(800) 829-1040 and request a transcript.

STUDENT TAX INFO: (Check one box only)

- Check and attach 2013 IRS Transcript of your tax forms (Tax forms such as 1040, 1040A, etc...are no longer accepted)
- Check if you **will not file** and **are not required to file** a 2013 U.S. Tax return. Proceed to Section 2.

PARENT TAX INFO (FOR DEPENDENT STUDENTS)

Parent(s): (Check one box only)

- Check and attach 2013 IRS Transcript
- Check if you **will not file** and are **not required to file** a 2013 U.S. Income Tax Return. **Complete Section 2**

SPOUSE TAX INFO (FOR INDEPENDENT STUDENTS)

Spouse: (if married) (Check one box only)

- Check and attach 2013 IRS Transcript
- Check if you **will not file** and are **not required to file** a 2013 U.S. Income Tax Return. **Complete Section 2**

Section 2 → List all employers and any income received in 2013 (attach all W-2's) for all family members who indicated in SECTION 1 that they did not file and are not required to file a 2013 Federal income tax return. If you have no income to report enter NONE under **2013 Source of Income**.

2013 Source of Income (i.e. Name of Employer)	Is income listed for student, spouse, or parent(s)? Circle one	2013 Income Amount (Annual Amount)	Received W-2 ? If "yes", please attach
	Student / Parent / Spouse	\$	
	Student / Parent / Spouse	\$	

D. FEDERAL BENEFITS – FOOD STAMPS, SSI, FREE LUNCH, ETC... – CALENDAR YEAR 2013

If one of the persons listed in Section B of this worksheet received benefits from SNAP, SSI, WIC, etc...(benefits are listed below) during the 2012 or 2013 calendar years, please indicate which benefit(s) by placing a check beside all that apply.

- SNAP (Food Stamps) Free/Reduced Price Lunch TANF WIC SSI (Supplemental Security Income)

E. CHILD SUPPORT PAID– CALENDAR YEAR 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
			\$
			\$

F. FUNDS RECEIVED FOR CHILD SUPPORT AND OTHER UNTAXED INCOME:

Both tax filers and non-tax filers must list any untaxed income received in 2013. **Enter zeroes if no funds were received.**

Student/Spouse Annual Amount	Calendar year 2013	Parent(s) Annual amount
\$	Child support received for all children. Do not include foster care or adoption payments	\$
\$	Payments to tax-deferred pension and 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. (If an amount is entered, please submit a copy of W-2 to the CLTCC Financial Aid Office)	\$
\$	Housing, food and other living allowances paid to members of the military, clergy and others (Do not include the value of on-base military housing or the value of a basic military allowance for housing.)	\$
\$	Veteran's noneducation benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.	\$
	Resources or benefits not appearing on the FAFSA such as in-kind support from a relative or a government agency.	\$
	Money received or paid on the applicant's behalf	\$
\$	Other untaxed income not reported, such as worker's compensation, disability, etc. (Do not include student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security, Supplemental Security Income (SSI), Workforce Investment Act educational benefits, on-base military housing or the value of a basic military allowance for housing, combat pay (if your parents are not tax filers), benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels)	\$

Warning: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both. If we suspect that you have purposely given false or misleading information, we will report this information to the Office of Inspector General; 1-800-MISUSED.

G. SIGN THIS WORKSHEET Each person signing this form certifies that all the information reported on it is complete and correct. I (we) understand that if there are differences between the application and verification documents, corrections may be required. The Office of Financial Aid will submit the corrections electronically, and you will be notified by the receipt of a new Student Aid Report from the U. S. Department of Education, Central Processing Center. If you are a dependent student, at least one parent must sign this form.

Student's Signature

Date

Parent Signature (if dependent student)

Date

<p>FA Office Use Only: Group V1 & V6</p>
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