

The Baptist College of Florida
 Financial Aid Office
 5400 College Drive
 Graceville, Florida 32440
 1-800-328-2660 ext. 461

Independent Verification Worksheet (V6) 2016-2017

V6

Your 2016–2017 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law states 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 must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid office at The Baptist College of Florida. 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.

A. Student Information

Student's Name: _____ Social Security Number: _____
First M.I. Last

Date of Birth: _____ Home Phone: _____ Cell Phone: _____

Email: _____ Work Phone: _____

Address: _____
Street/P.O. Box City State Zip Code

B. Family Information

List below the people in the student's household. Include:

- The student.
- The student's spouse, if the student is married.
- The student's or spouse's children if the student or spouse will provide more than half of their support from July 1, 2016 through June 30, 2017, even if the children do not live with the student.
- Other people if they now live with the student and the student or spouse provides more than half of their support and will continue to provide more than half of their support through June 30, 2017.

Include 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 an eligible postsecondary educational institution any time between July 1, 2016, and June 30, 2017,. If more space is needed, provide a separate page with the student's name and Social Security Number at the top.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time (Yes or No)
		<i>Self</i>		

Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.

C. Verification of 2015 IRS Income Tax Return Information for Student Tax Filers

Instructions: Complete this section if the student filed or will file a 2015 IRS Income Tax Return(s). 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 2015 IRS income tax return information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed.

In most cases, for electronic filers, 2015 IRS income tax return information for the IRS DRT is available within 2-3 weeks after the 2015 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2015 paper IRS income tax returns, the 2015 IRS income tax return information is available for the IRS DRT within 8-11 weeks after the 2015 paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about using the IRS DRT.

Check the box that applies:

- The student (and, if married, my spouse) has used the IRS DRT in FAFSA on the Web to transfer 2015 IRS income tax return information into the student's FAFSA.
- The student (and, if married, my spouse) has not yet used the IRS DRT in FAFSA on the Web, but will use the tool to transfer 2015 IRS income tax return information into the student's FAFSA once the 2015 IRS income tax return has been filed.
- The student (and, if married, my spouse) is unable or chooses not to use the IRS DRT in FAFSA on the Web, and instead will provide the school a **2015 IRS Tax Return Transcript(s), W-2 Forms, and other IRS documents.** (signature not required)

To obtain a **2015 IRS Tax Return Transcript**, go to www.irs.gov and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure to request the "IRS Tax Return Transcript" and not the "IRS Tax Account Transcript." Use the Social Security Number and date of birth of the first person listed on the 2015 IRS income tax return, and the address on file with the IRS (normally this will be the address used on the 2015 IRS income tax return). In most cases, for electronic filers, a **2015 IRS Tax Return Transcript** may be requested from the IRS within 2-3 weeks after the 2015 IRS income tax return has been accepted by the IRS. Generally, for filers of 2015 paper IRS income tax returns, the **2015 IRS Tax Return Transcript** may be requested within 8-11 weeks after the 2015 paper IRS income tax return has been received by the IRS.

If the student and spouse filed separate 2015 IRS income tax returns, **2015 IRS Tax Return Transcripts, W-2 Forms, and other IRS documents** must be provided for both.

- ___ Check here if a **2015 IRS Tax Return Transcript(s)** is provided.
- ___ Check here if a **2015 IRS Tax Return Transcript(s)** will be provided later.

Verification of 2015 Income Information for Student Nontax Filers

The instructions and certifications below apply to the student and spouse, if the student is married. Complete this section if the student and spouse will not file and is not required to file a 2015 income tax return with the IRS.

Check the box that applies:

- The student was not employed and had no income earned from work in 2015.
- The student's spouse (if married) was not employed and had no income earned from work in 2015.
- The student (and/or the student's spouse if married) was employed in 2015 and has listed below the names of all employers, the amount earned from each employer in 2015, and whether an IRS W-2 form is provided. [Provide copies of all 2015 IRS W-2 forms issued to the student and spouse by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

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

Employer's Name	2015 Amount Earned	IRS W-2 Provided?
Suzy's Auto Body Shop (example)	\$2,000.00	Yes

D. Other Untaxed Income

Complete this section if you or your parents had untaxed income in 2015.

If any item does not apply enter "N/A" where a response is requested or enter "0" if an amount is requested.

Name of Person Who had Untaxed Income	Type of Untaxed Income Received	Student Amount	Parent Amount
	Payments to tax-deferred pension and savings plans		
	Housing, food, and other living allowances paid to members of the military, clergy		
	Veterans non-education benefits		
	Money received or paid on the students behalf		
	Other untaxed income		

Other Untaxed Income includes: Untaxed income not reported elsewhere on this form, workers' compensation, disability, black lung benefits, untaxed portion of health savings accounts form IRS Form 1040 line 25, railroad retirement benefits etc.

Do Not include: student aid, earned income credit, additional child tax credit, TANF, untaxed social security benefits, SSI, WIA, combat pay, benefits from flexible spending arrangements, foreign income exclusion or credit from federal tax on special fuels.

E. Independent Student's Other Information to Be Verified

1. Complete this section if someone in the student'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 2014 or 2015 calendar years.

No one in listed in the household received SNAP benefits in 2014 or 2015.

One of the persons listed in Section B of this worksheet received SNAP benefits in 2014 or 2015.

Note: If we have reason to believe that the information regarding the receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefits in 2014 or 2015.

2. Complete this section if you or your spouse, if married, paid **child support** in 2015.

Either I, or if married, my spouse listed in Section B of this worksheet paid child support in 2015. I have 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 2015 for each child. If asked by the school, I will provide documentation of the payment for child support. If you need more space, attach a separate page that includes the student's name and social security number at the top.

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 2015

Note: If we have reason to believe that the information regarding child support paid is not accurate, we may require additional documentation, such as:

- A copy of the separation agreement or divorce decree that shows the amount of child support to be provided;
- A statement from the individual receiving the child support certifying the amount of child support received; or
- Copies of the child support payment checks or money order receipts.

F. Child Support Received

Complete this section if child support was received in 2015 for any children listed in your household.

Name of Person Who Received Child Support	Name of Child for Whom Support Was Paid	Amount of Child Support Received in 2015

Do not include foster care payments, adoption payments or any amount that was court ordered but not actually paid.

Certifications and Signatures

Please check each box and sign and date at the bottom of the form to affirm that you acknowledge and understand that:

- You must complete the FAFSA IRS Data Retrieval or submit a copy of your 2015 IRS Tax Return Transcript, W-2(s), and other IRS documents when you file IRS income tax return for verification to be considered complete.
- Adjustments to your financial aid eligibility may be required due to the results of this verification process, which may change the sources and amounts of your Financial Aid Award offer.
- If you file or later file and amended 1040X tax form, you agree to notify The Baptist college of Florida Financial Aid Office and submit a signed copy of the original 2015 IRS Income tax return that was filed with the IRS or a 2015 IRS Tax Return Transcript for the 2015 tax year; and a signed copy the 2015 IRS 1040X, "Amended U.S. Individual Income Tax Return," that was filed with the IRS.

The student must sign and date this worksheet. If married, the spouse's signature is optional.

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

Each person signing below certifies that all of the information reported is complete and correct.

Student's Signature

Date

Spouse's Signature

Date