MOORPARK · OXNARD · VENTURA
FINANCIAL AID OFFICE

2015–2016 VERIFICATION WORKSHEET
Dependent Student - Tracking Group V6

Your 2015-2016 Free Application for Federal Student Aid (FAFSA) or California Dream Act Application was selected for a process called "verification". Verification is a procedure through which an institution checks the accuracy of the student information reported on the application. In this process, our office will be comparing information from your application against copies of your and/or your spouse's 2014 Federal tax transcripts from the IRS and this worksheet. The Department of Education and California Student Aid Commission require that we verify this information before disbursing financial aid. Complete this verification form and submit it to the Financial Aid Office at your primary school.

1. STUDENT'S INFORMATION

_____   _____
LAST NAME   FIRST NAME   SSN or ID NUMBER

_____   _____
ADDRESS, CITY, STATE, ZIP   DOB

_____   _____
EMAIL ADDRESS   PHONE NUMBER

2. STUDENT'S FAMILY INFORMATION

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

- Yourself (the student)
- The parent(s) you live with (include step-parent) OR if not living at home, the parent(s) whose information was used when filing your FAFSA
- *Your parents' other children if:*
  Your parent(s) will provide more than half of their support between July 1, 2015 and June 30, 2016
  OR other children who would be required to provide parental information if they were completing a FAFSA for 2015-2016
- Other people currently living with your parent(s) for whom your parent(s) currently provide and will continue to provide more than half of their financial support from July 1, 2015 to June 30, 2016

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

Full Name	Age	Relationship to Student	Name of College *(If not applicable, leave blank)*	Will be Enrolled at Least Half Time? *(Yes or No)*
		Self		Yes

PLEASE NOTE: Do not list children for whom your parent or your step-parent pays child support if that child support was reported on the FAFSA

Student's Last Name: _____ Student ID: _____

3. TAX RETURN FILING STATUS

Indicate your tax filing status:

Tax Filing Status	Student	Parent
Check here if you/your parent(s) filed/will file a 2014 U.S. Federal Tax Return **(see page 4 and attach W-2 forms)**	☐	☐
Check here if you/your parent(s) earned income and are NOT required to file a 2014 U.S. Federal Tax Return **(attach W-2 forms)**	☐	☐
Check here if you/your parent(s) did NOT work in 2014	☐	☐

4. UNTAXED INCOME & BENEFITS RECEIVED – Complete the table below:

If not applicable, enter a "$0"	Student 2014 Annual Amount	Parent 2014 Annual Amount
Child Support Received	$	$
Military/Clergy Housing Allowance	$	$
Money received or paid on your behalf (e.g. bills)	$	$
State/Private Disability Benefits	$	$
Workman's Compensation	$	$
Veteran's Non-education Benefits (e.g. Disability)	$	$
Unemployment Benefits (not claimed on tax return)	$	$

Please check the box of each benefit received in 2014.	Student Received	Parent Received
Low-income housing assistance	☐	☐
Supplemental Nutrition Program for Women, Infants, and Children (WIC)	☐	☐
SNAP – Supplemental Nutrition Assistance Program (food stamps)	☐	☐
Welfare (including TANF)	☐	☐
Social Security or SSI/SSP	☐	☐
General Relief	☐	☐

5. CHILD SUPPORT PAID

☐ YES, child support <u>was paid</u> by the student's parent(s) listed on the FAFSA for children living outside of the household in 2014.
If asked by the student's school, I will provide documentation of the child support paid during 2014.

COMPLETE THE TABLE 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	Age of Child	Total Amount of Child Support Paid in 2014
				$
				$
				$
				$

Student's Last Name: _____ Student ID: _____

6. **CERTIFICATION & SIGNATURES** - Each person signing this worksheet certifies that all of the information reported is complete and correct.

WARNING: If you purposely give false or misleading Information on this worksheet you may be fined, be sentenced to jail, or both. If the Financial Aid Officer determines or suspects fraud or forgery all information will be forwarded to the Dean of Student Services, the Office of Inspector General of the Department of Education, and/or the local law enforcement agency.

The student and one parent must sign and date.

_____   _____

STUDENT SIGNATURE   DATE

_____   _____

PARENT SIGNATURE   DATE

Student's Last Name: _____ Student ID: _____

IRS Tax Return Transcript Instructions

Students or parents that will file or are required to file a 2014 IRS Tax Return are required to submit verification to the Financial Aid Office. The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web.

HOW DO I USE THE IRS DATA RETRIEVAL TOOL?
If you have not already used the tool, go to *www.FAFSA.gov*, log in to your FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if you are eligible to use the IRS Data Retrieval Tool to transfer 2014 IRS income tax information into your FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers

WHAT IF I AM UNABLE OR DID NOT USE THE DATA RETRIEVAL TOOL?
If you are unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, you will be required to submit a 2014 IRS Tax Return Transcript—**NOT** a photocopy of your income tax return.

WHAT IF I FILED A CALIFORNIA DREAM ACT APPLICATION?
Students/parents who submitted a California Dream Act Application will be required to submit an IRS Tax Return Transcript if they will file or were required to file a 2014 IRS Tax Return. *The IRS Data Retrieval Tool is not available to California Dream Act Applicants.*

WHAT IS AN IRS TAX RETURN TRANSCRIPT?
An IRS Tax Return Transcript is a typed copy of what was entered on your original Federal Tax Return.

HOW MUCH DOES IT COST TO GET AN IRS TAX RETURN TRANSCRIPT?
Obtaining an IRS Tax Return Transcript is FREE!

HOW DO I OBTAIN MY TAX RETURN TRANSCRIPT FROM THE IRS?
To obtain an IRS tax return transcript, go to *www.IRS.gov* and click on the "Get Transcript of Your Tax Records" link under the Tools menu. Click on the "Get Transcript ONLINE button". If you do not have an account, you will be required to create one with the IRS in order to access your transcript(s). Be sure to request the "Return Transcript" and NOT the "Account Transcript." You will be able to view and print your Return Transcript immediately. Please print the document and submit it to the Financial Aid Office.

WHAT IF I FILED AN AMENDED TAX RETURN?
If you filed an amended tax return you will need to PRINT the Account Transcript as well as the Return Transcript.

For more information, please contact the Financial Aid Office:

Moorpark College
805.378.1462

Oxnard College
805.986.5828

Ventura College
805.289.6369