



Financial Aid Priority Deadlines:	
Fall 2015:	07/01/15
Spring 2016:	11/03/15
Summer 2016:	04/01/16

V1 Standard

Financial Aid

2015-16 Verification Worksheet for Dependent Students

As per federal regulation, Lanier Technical College must confirm the information you reported on your 2015-2016 Free Application for Federal Student Aid (FAFSA). To verify that you provided correct information we 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. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to LTC's financial aid office. Please note that we may ask for additional information. If you have questions about verification, contact our office as soon as possible so that your financial aid processing will not be delayed.

A. Dependent Student's Information (please print)

_____ Student's Last Name Student's First Name Student's M.I.			_____ Student's Social Security Number
_____ Student's Street Address (include apt. no.)			_____ Student's Date of Birth
_____ City	_____ State	_____ Zip Code	_____ Student's Email Address
_____ Student's Home or Cell Phone Number (include area code)			_____ Student's ID Number (if known)

B. Dependent Student's Family Information

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

- Yourself and your parent(s) (including a stepparent) even if you don't live with your parent(s).
- Your parent(s)' other children if your parent(s) will provide more than half of their support from July 1, 2015, through June 30, 2016, or if the other children would be required to provide parental information if they were completing a FAFSA for 2015–2016. Include children who meet either of these standards, even if they do not live with your parent(s).
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2016.

Include the name of the college for any household member, excluding your parent(s), who will be enrolled, at least half time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2015, and June 30, 2016. *If more space is needed, attach 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
Missy Jones (example)	18	Sister	Central University	Yes
		Self		

Student's Name: _____ Student's SSN: _____

C. Dependent Student's Income Information to Be Verified - Check the box that applies:

- I, the student, will not file and am not required to file a 2014 income tax return with the IRS.
IMPORTANT NOTE: Copies of all W-2's are required, if applicable. If W-2's are unavailable, please list employers below.

Employer's Name	2014 Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	\$2,000.00	Yes

OR

- I, the student, have filed a 2014 income tax return with the IRS. Please continue below.

TAX RETURN FILERS—Important Note: Also, if the student filed, or will file an amended 2014 IRS tax return, the student must contact the financial aid administrator before completing this section.

Instructions: Complete this section if you the student, filed or will file a 2014 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student has not already used the tool, go to FAFSA.gov, log in to the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the student is eligible to use the IRS Data Retrieval Tool to transfer 2014 IRS income tax information into the student's FAFSA. It takes approximately two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and may take up to eight weeks for paper IRS tax return filers. If you need more information about when or how to use the IRS Data Retrieval Tool see your financial aid administrator.*

Check the box that applies:

- I, the student, have used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2014 IRS Income information into the FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *The student's school will use the IRS information that was transferred in the verification process.*
- I, the student, have not yet used the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to retrieve and transfer 2014 IRS income information into the student's FAFSA once the student has filed a 2014 IRS tax return. *See instructions above for information on how to use the IRS Data Retrieval Tool. The student's school cannot complete the verification process until the IRS information has been transferred into the FAFSA.*
- I, the student, am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and will submit to the school a **2014 IRS tax return transcript**—not a photocopy of the income tax return.
- Check here if the student's IRS tax return transcript is attached to this worksheet.
- Check here if the student's IRS tax return transcript will be submitted to the student's school later. Verification cannot be completed until the IRS tax return transcript has been submitted to the student's school.

D. Parent's Income Information to Be Verified - Check the box that applies (if two parents were reported in Section B of this worksheet, the instructions and certifications below refer and apply to both parents):

- The parent(s) will not file and are not required to file a 2014 income tax return with the IRS.
IMPORTANT NOTE: Copies of all W-2's are required, if applicable. If W-2's are unavailable, please list employers below.

Employer's Name	2014 Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	\$2,000.00	Yes

OR

- The parent(s) have filed a 2014 income tax return with the IRS. Please continue below.

TAX RETURN FILERS—Important Note: Also, if the student's parent(s), filed or will file, an amended 2014 IRS tax return the student's financial aid administrator must be contacted before completing this section.

Instructions: Complete this section if the student's parent(s) filed or will file a 2014 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student's parent(s) has not already used the tool, the parent and the student should go to FAFSA.gov, log in to the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the parent(s) is eligible to use the IRS Data Retrieval Tool to transfer 2014 IRS income tax information into the student's FAFSA. It takes approximately two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and may take up to eight weeks for paper IRS tax return filers. If you need more information about how to use the IRS Data Retrieval Tool, contact the student's financial aid administrator.*

Check the box that applies:

- The student's parent(s) has used the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2014 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *The student's school will use the IRS information transferred into the student's FAFSA to complete the verification process.*
- The student's parent(s) has not yet used the IRS Data Retrieval Tool, but will use the tool to transfer 2014 IRS income information into the student's FAFSA once the parent's IRS tax return has been filed. *See instructions above for information on how to use the IRS Data Retrieval Tool. The student's financial aid administrator cannot complete verification until the parent has transferred IRS information into the student's FAFSA.*
- The parent is unable or chooses not to use the IRS Data Retrieval Tool, and the parent will submit to the student's school a copy of the parent's **2014 IRS tax return transcript(s)**—not photocopies of the income tax return.
- Check here if an IRS tax return transcript(s) is attached to this worksheet.
- Check here if IRS tax return transcript(s) will be submitted to the student's school later. Verification cannot be completed until the IRS tax return transcript(s) has been submitted to the school.

