

Office of Student Financial Aid

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2016-2017 Verification Worksheet for Federal Student Aid Programs

Your application was selected for review in a process called “verification.” In this process, federal law requires (34 CFR, Part 668) Claflin to compare the information from your FAFSA with signed copies of your 2015 federal IRS tax transcript (and your spouse’s if you are married, or parents’ if you are considered dependent for federal aid purposes) or other financial aid documents. If there are differences between your application information and your financial documents, correction may need to be made. **We cannot process your financial aid until verification has been completed, so please provide the required documents as soon as possible.**

1. Collect your (and your spouse's or parents') 2015 IRS federal income tax transcript.
2. Complete all sections and sign this worksheet - you and at least one parent.
3. Contact us if you have questions about this worksheet.
4. Return via email, office visit, or fax the signed and completed worksheet, tax forms, and any other documents to Claflin at 7 TJ 0 Tc 0 Tw 14,507 0

Both tax filers and non-tax filers must list any untaxed income received in 2015. Be sure to enter zeroes if no funds were received. (See 2015 Additional Financial Information and 2015 Untaxed Income of the Free Application for Federal Student Aid (FAFSA). Failure to complete this section will delay the processing of your financial aid.

Student (Spouse)	Report Entire 2015 Calendar Year Amounts	Parent(s) (Stepparent)
	2015 Additional Financial Information	
\$	Education credits (Hope and Lifetime Learning tax credits) from IRS form 1040-line 49 or 1040A- line 31	\$
\$	Child support paid because of divorce or separation or as a result of legal requirement. <u>Don't include</u> support for children in your household as reported in questions 72	\$
\$	Parents Taxable earnings from need – based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships	\$
\$	Parents taxable student grant and scholarship aid reported to IRS in your adjusted gross income , includes AmeriCorps benefits (awards, living allowances, and interest accrual payments, as well as grant and scholarships portions of fellowships and assistantships)	\$
\$	Earnings from work under a cooperative education program offered by a college	\$
\$	Combat pay or special combat pay Only enter the amount that was taxable and included in your adjusted gross income. Combat pay is reported on the W-2 in box 12, Code Q	\$
	2015 Untaxed Income	
\$	Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings) including but not limited to, amounts reported on the W-	