



2018-2019 DEPENDENT STUDENT VERIFICATION WORKSHEET (V1)

Student Name _____

LACCD Student ID _____

Your 2018–2019 Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (CADAA) was selected for review in a process called verification. Your college is required to confirm the information you and your parents reported on your FAFSA (or CADAA). Please complete this form and return it to the Financial Aid Office at your college. The college may also ask for additional information. If you have questions about verification, contact the Financial Aid Office as soon as possible so that your financial aid will not be delayed.

SECTION A: FAMILY INFORMATION

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

- Yourself and your parent(s) (including a stepparent) even if you do not 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, 2018, through June 30, 2019, or if the other children would be required to provide parental information if they were completing a FAFSA (or CADAA) for 2018–2019. 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, 2019.

Include the name of the college for any household member, **excluding your parent(s)**, who is, or will be, enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution (college or university) any time between July 1, 2018, and June 30, 2019. **Do not list any colleges for your parents.** *If you need more space, attach a separate page with the student's name and LACCD Student ID number at the top.*

Full Name	Age	Relationship	College	Will be enrolled at least half-time?
<i>Marty Jones (example)</i>	<i>19</i>	<i>Self</i>	<i>LA City College (example)</i>	<i>Yes</i>
		<i>Self (Student)</i>		

SECTION B: STUDENT'S INCOME INFORMATION

Check the **ONE** box that applies:

- (For FAFSA filers only) The student has filed a 2016 federal tax return and has used the **IRS Data Retrieval Tool** in *FAFSA on the Web* to transfer 2016 IRS income tax return information into the student's FAFSA.
- The student filed a 2016 federal tax return but was unable or chose not to use the IRS Data Retrieval Tool (available only in *FAFSA on the Web*), and instead will provide the college with a copy of their **2016 IRS Tax Return Transcript***** – not a copy of the income tax return.
- The student did not file a 2016 federal tax return and was not employed and had no income earned from work in 2016.
- The student was employed in 2016 and did not file a 2016 federal tax return. In the following chart, list the names of all employers, the amount earned from each employer in 2016, and whether an **IRS 2016 W-2 form (or IRS Wage and Income Transcript***)** is provided. List every employer even if the employer did not issue an IRS W-2 form. If applicable, explain on the lines below the chart why the student is unable to supply an IRS W-2 form (or IRS Wage and Income Transcript).

***IRS transcripts ("Tax Return" and "Wage and Income") and Verification of Nonfiling Letters can be requested online at www.irs.gov/Individuals/Get-Transcript, or by phone at 800-908-9946, or by paper form (IRS Form 4506T-EZ or IRS Form 4506-T).

Important Note: If the student filed or will file an amended 2016 IRS tax return or is a victim of identity theft that affects their ability to obtain an IRS Tax Return Transcript, they must contact the college Financial Aid Office for additional instructions.

Employer's Name	IRS W-2 Provided?	2016 Amount Earned
Suzy's Auto Body Shop (example)	Yes	\$2,000.00 (example)

Explanation:

SECTION C: PARENTS' INCOME INFORMATION — **Note:** If two parents were reported in Section A of this worksheet, the instructions and certifications below refer and apply to both parents.

Check the **ONE** box that applies:

- (For FAFSA filers only) The parents filed a 2016 federal tax return and have used the **IRS Data Retrieval Tool** in *FAFSA on the Web* to transfer 2016 IRS income tax return information into the student's FAFSA.
- The parents filed a 2016 federal tax return but were unable or chose not to use the IRS Data Retrieval Tool (available only in *FAFSA on the Web*), and instead will provide the college with a copy of their **2016 IRS Tax Return Transcript***** – not a copy of the income tax return.
- The parents did not file a 2016 federal tax return and were not employed and had no income earned from work in 2016. Provide the college with a **Verification of Nonfiling Letter***** from the IRS.
- The parents were employed in 2016 but did not file a 2016 federal tax return. In the following chart, list the names of all employers, the amount earned from each employer in 2016, and whether an **IRS 2016 W-2 form (or IRS Wage and Income Transcript***)** is provided. List every employer even if the employer did not issue an IRS W-2 form. If applicable, explain on the line below the chart why the parents are unable to supply an IRS W-2 form (or IRS Wage and Income Transcript). Also, provide the college with a **Verification of Nonfiling Letter***** from the IRS.

Employer's Name	IRS W-2 Provided?	2016 Amount Earned
Suzy's Auto Body Shop (example)	Yes	\$2,000.00 (example)

Explanation:

*****IRS transcripts ("Tax Return" and "Wage and Income") and Verification of Nonfiling Letters can be requested online at www.irs.gov/Individuals/Get-Transcript, or by phone at 800-908-9946, or by paper form (IRS Form 4506T-EZ or IRS Form 4506-T).**

Important Note: If the student's parent(s) filed or will file an amended 2016 IRS tax return or is a victim of identity theft that affects their ability to obtain an IRS Tax Return Transcript, the student must contact the college Financial Aid Office for additional instructions.

SECTION D: CERTIFICATION AND SIGNATURES

By signing this worksheet, we certify that all the information reported on it is complete and correct. We understand that we must submit any required documents and forms as noted above, based on our circumstances, before the student's financial aid file may be ready for review. We also understand that false statements and/or misrepresentations on this worksheet may result in fines, sentencing to jail, loss of financial aid eligibility, and/or required repayment of financial aid already received.

Student's Signature _____ Date _____ Parent's Signature _____ Date _____

FAO STAFF USE

SSN: _____