

Your FAFSA was randomly selected by the U.S. Department of Education for a review process called "Verification." **Verification must be completed before your financial aid awards will be determined.** If there are differences between your FAFSA and this information, we will update your FAFSA and recalculate your Expected Family Contribution (EFC). **Complete verification as soon as possible so that your financial aid won't be delayed.**

### A. Student Information

Last Name	First Name	M.I.	NSSC ID Number
Street Address (include apt. no.)			Date of Birth
City, State, Zip Code			Phone Number

### B. Household Information

List the people your parent(s) will support between July 1, 2018 and June 30, 2019. Include:

- ✓ Yourself and your parents (including a stepparent) even if you don't live with your parents.
- ✓ Your parent's other children if (a) your parent(s) provide more than half of their support, or (b) if the other children would be required to provide parental information were they to complete a FAFSA 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) now provide more than half of their support and will continue to provide more than half of their support through June 30, 2019.

Write the name of the college below for any household member, excluding your parent(s), 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, 2018, and June 30, 2019.

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

Household member name	Age	Relationship to student	College (if attending)	Will be enrolled at least half-time (circle Yes or No)
1.		SELF	NSSC	Yes No
2.				Yes No
3.				Yes No
4.				Yes No
5.				Yes No

### C. Student Income Information

**Check one of the following:**

Student **filed** a 2016 Federal Income Tax return.

I used the FAFSA IRS Data Retrieval Tool

I ordered an IRS Tax Return Transcript

Student was **not employed** and had **no income** from work in 2016.

Student **was employed** in 2016 and **did not file** taxes, and is not required to file a tax return. Please complete the table below.

You are required to attach copies of all 2016 IRS W-2 forms issued to the student if not filing a federal tax return. List every employer even if they did not issue an IRS W-2.

Employer's Name	2016 Amount Earned	Was a W-2 Issued by employer?	2016 W-2 Attached?
Example: ABC Company	\$1,005.75	Yes	Yes

By signing this worksheet, I certify that all the information reported on it is completed and correct.

Student Signature: <small>(electronic signature is not acceptable)</small>	Date

Student Name:	NSCC ID number:
---------------	-----------------

## D. Parent(s) Income Information

### Parent(s) Marital Status:

Single     Married/Remarried     Separated/Divorced/Widowed     Unmarried, both parents living together

### Check one of the following:

- Parent(s) **filed** a 2016 Federal Income Tax return.
- Parent(s) used the FAFSA IRS Data Retrieval Tool       Parent(s) ordered an IRS Tax Return Transcript
- Parent(s) was **not employed** and had **no income** from work in 2016. **Must provide Verification of Non-Filing Letter from IRS.**
- Parent(s) **was employed** in 2016 and **did not file** taxes, and is not required to file a tax return. Please complete the table below. You are required to attach copies of all 2016 IRS W-2 forms issued to the student if not filing a federal tax return. List every employer even if they did not issue an IRS W-2. **Must provide Verification of Non-Filing Letter from IRS.**

Employer's Name	2016 Amount Earned	Was a W-2 issued by employer?	2016 W-2 Attached?
Example: ABC Company	\$1,005.75	Yes	Yes

By signing this worksheet, I certify that all the information reported on it is completed and correct.

Parent Signature: <small>(electronic signature is not acceptable)</small>	Date

## E. Tax Information

Both the student and the parent(s) are **required** to submit processed 2016 Federal Tax information. The only acceptable methods to submit tax information are listed below:

**IRS Data Retrieval Tool** – Directly import your 2016 IRS data into your 2018-19 FAFSA by logging into [fafsa.gov](http://fafsa.gov) and select “Make Correction”. Make sure to use the Data Retrieval Tool for both the student and the parent.

*Keep in mind that if your parent's are married, but filed taxes separately, the data retrieval tool will not work and you will need to order tax return transcripts for each parent (see information below).*

**IRS Tax Return Transcript** – Submit your 2016 Tax Return Transcript. You can order the transcript by online at [irs.gov](http://irs.gov) or via automated telephone request by calling 1-800-908-9946. You may also complete IRS Form 4506-T and check mark box 6a. Please make sure you request an IRS Tax Return Transcript NOT the IRS Account Transcript.

**Verification of Non-Filing Letter** – If your parent(s) did not file 2016 taxes, and are not required to file taxes, they will need to request a Verification of Non-Filing Letter from the IRS by submitting IRS Form 4506-T and check mark box 7.

**Amended Taxes** -- If the student or parent filed an amended 2016 IRS tax return, please submit your original 2016 IRS Tax Return Transcript and a signed copy of the 2016 IRS Form 1040X that was filed with the IRS.

Northwest State Community College does not discriminate on the basis of race, color, national origin, sex, gender identity, disability, religion or age in its programs or activities.