



ANTELOPE VALLEY COLLEGE
Financial Aid Office

V1 Standard (VID_17)

2016-2017 Verification Worksheet for Dependent Students

Your 2016–2017 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed. **Submit this worksheet to:** Antelope Valley College Financial Aid Office.

A. Dependent Student’s Information (please print)

_____	_____	_____	_____
Student’s Last Name	Student’s First Name	Student’s M.I.	Student’s ID Number
_____			_____
Student’s Home or Cell Phone Number (include area code)			Student’s Date of Birth

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, 2016, through June 30, 2017, or if the other children would be required to provide parental information if they were completing a FAFSA for 2016–2017. 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, 2017.

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, 2016, and June 30, 2017. *If more space is needed, attach a separate page with the student’s name and student ID number at the top.*

Full Name	Age	Relationship to Student	Name of College (if half-time attendance or more during 2016-2017)
		Self	

Verification of 2015 Income Information for Individuals with Unusual Circumstances

If you or your parents have been granted a filing extension by the IRS or were a victim of IRS tax related identity theft, please see **“How to order an IRS Tax Return Transcript” at the end of this document.**

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

Tax Filers:

- I, the student, have filed a 2015 income tax return but have ALSO filed, an AMENDED 2015 IRS tax return, and I understand I must provide 1.) An IRS Tax Return Transcript for the 2015 tax year; and 2.) A signed copy of the 2015 IRS Form 1040X, “Amended U.S. Individual Income Tax Return,” that was filed with the IRS.
- I, the student, have filed a 2015 income tax return and have used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2015 IRS income information into the student’s FAFSA, either on the initial FAFSA or when making a correction to the FAFSA.
- I, the student have filed a 2015 income tax return but am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and will submit to the school a 2015 IRS tax return transcript (a photocopy of the income tax return is not acceptable). I am attaching the IRS tax return transcript with this form.

If you need help ordering your IRS Tax Transcript please see “How to order an IRS Tax Return Transcript” at the end of this document.

Non-Tax Filers:

- I, the student did not earn wages in 2015.
- I, the student, will not file and am not required to file a 2015 income tax return with the IRS, and I understand that I must provide all W-2 copies if employed during 2015. List all employers and wages earned in 2015 in the box below.

Employer’s Name	2015 Wages
	\$
	\$
	\$
	\$
	\$
	\$

D. Parents' Income Information to Be Verified - Check the box that applies:

Important Note: The instructions below apply to each parent included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2015 or had a change in marital status after the end of the 2015 tax year on December 31, 2015.

Tax Filers:

- The parent(s) have filed a 2015 income tax return but have ALSO filed, an AMENDED 2015 IRS tax return, and I understand I must provide 1.) An IRS Tax Return Transcript for the 2015 tax year; and 2.) A signed copy of the 2015 IRS Form 1040X, "Amended U.S. Individual Income Tax Return," that was filed with the IRS.
- The parent(s) have filed a 2015 income tax return and have used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2015 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA.
- The parent(s) have filed a 2015 income tax return but am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and will submit to the school a 2015 IRS tax return transcript (a photocopy of the income tax return is not acceptable). I am attaching my parent's IRS tax return transcript with this form.

If you need help ordering your IRS Tax Transcript please see "How to order an IRS Tax Return Transcript" at the end of this document.

Non-Tax Filers

- The parent(s) did not earn wages in 2015.
- The parent(s) will not file and is not required to file a 2015 income tax return with the IRS, AND I understand that I must ALSO provide all W-2 copies if employed during 2015. List all employers and wages earned in 2015

Employer's Name	2015 Wages
	\$
	\$
	\$
	\$
	\$
	\$

E. Other Information to Be Verified If Applicable

Has someone in the student's household (listed in Section B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) any time during the 2014 or 2015 calendar years.

Yes No

The student or spouse, who is a member of the student's household (listed in Section B), paid child support in 2015.

Yes No

If yes, list below the names of the persons who paid the child support, the names of the persons to whom the child support was paid, the names of the children for whom the child support was paid, and the total annual amount of child support that was paid in 2015 for each child. (Do not include support for children included in household size in Section B).

If asked by the school, we will provide documentation of the payment of child support, such as a copy of the separation agreement or divorce decree showing the amount of child support to be provided, a signed statement from the individual receiving the child support certifying the amount of child support received, or copies of the child support payment checks, money order receipts, or similar records of electronic payments having been made. *If you need more space, attach a separate page that includes the student's name and AVC ID number at the top.*

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2015
			\$
			\$
			\$
			\$
			\$

F. Certifications and Signatures

CERTIFICATION STATEMENT: By signing this document, you certify that the information you submit is true. If you purposely give false or misleading information, you may be sent to prison, fined \$20,000 or both.

You should make a copy of this worksheet for your records.

Student's Signature

Date

Parent's Signature

Date

Submit this worksheet to: Antelope Valley College Financial Aid Office

HOW TO ORDER AN IRS TAX RETURN TRANSCRIPT

To obtain a free IRS tax return transcript:

1. Go to www.irs.gov and click on the "Get Transcript of Your Tax Records" link under "Tools." If you create an account before proceeding to the additional steps of requesting a tax transcript, you should be able to request the transcript be mailed to your address on record.
2. Alternatively, you may call 1-800-908-9946, or
3. Contact your local IRS office to see if you may pick up a copy.

Make sure to request the "IRS tax return transcript" and not the "IRS tax account transcript." You will need the Social Security Number (or the IRS individual taxpayer identification number) and date of birth of the first person listed on the 2015 IRS income tax return, and the address on file with the IRS (normally this will be the address used when the 2015 tax return was filed). Adequate time from the date of filing your tax return (up to three weeks for IRS electronic filers, and up to eleven weeks for paper IRS filers) is necessary prior to requesting an IRS tax return transcript.

Individuals Granted a Filing Extension by the IRS

An individual who is required to file a 2015 IRS income tax return and has been granted a filing extension by the IRS, must provide:

- A copy of IRS Form 4868, "Application for Automatic Extension of Time to File U.S. Individual Income Tax Return," that was filed with the IRS for tax year 2015;
- A copy of the IRS's approval of an extension beyond the automatic six-month extension if the individual requested an additional extension of the filing time for tax year 2015; *and*
- A copy of IRS Form W-2 for each source of employment income received for tax year 2015 and, if self-employed, a signed statement certifying the amount of the individual's Adjusted Gross Income (AGI) and the U.S. income tax paid for tax year 2015.

Individuals Who Were Victims of IRS Tax-Related Identity Theft

An individual who was the victim of IRS tax-related identity theft must provide:

- A Tax Return DataBase View (TRDBV) transcript obtained from the IRS, or any other IRS tax transcript(s) that includes all of the income and tax information required to be verified; *and*
- A statement signed and dated by the tax filer indicating that he or she was a victim of IRS tax-related identity theft and that the IRS is aware of the tax-related identity theft.