

Kuyper College

2017 – 2018 Verification Worksheet

Dependent Student

Your 2017 – 2018 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 and your parents reported on your FAFSA. To verify that you provided correct information, the Director of Financial Aid at Kuyper College 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 and at least one parent must complete and sign this worksheet, attach any required documents, and submit all documents to the Director of Financial Aid at Kuyper College. Kuyper may ask for additional information. If you have questions about verification, contact the Financial Aid Office as soon as possible so that your aid will not be delayed.

A. Dependent Student Information

Student Last Name	Student First Name	Student M. I.	Student Social Security Number
Student Street Address (include apt. no.)			Student Date of Birth
City	State	Zip Code	Student Email Address
Student Home Phone Number (include area code)			Student Alternate or Cell Phone No.

B. Number of Household Members and Number in College

Number of Household Members: List below the people in the parent's household. Include:

- The student.
- The parents (including step-parent) even if the student doesn't live with the parents.
- The parents' other children if the parents will provide more than half of those children's support from July 1, 2017 through June 30, 2018 or if the other children would be required to provide parental information if they were completing a FAFSA for 2017-2018. Include children who meet either of these criteria, even if the children do not live with the parent(s).
- Other people if they now live with the parents and the parents provide more than half of the other people's support and will continue to provide more than half of their support through June 30, 2018.

Number in College: Include below, information about any household member, excluding parents, 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, 2017 and June 30, 2018 and include the name of the institution. If more space is needed, provide a separate page with the student's name at the top.

Full Name	Age	Relationship	Institution	Will be Enrolled at Least Half Time
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>	<i>Kuyper College</i>	<i>Yes</i>
		Self		

Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.

C. Dependent Student’s Financial Information Verification

- I (the student) did file a 2015 tax return.
- I (the student) did NOT file a 2015 tax return.
- I (the student) was not employed and had no income in 2015.

If not filing a tax return, list and attach a W-2 for every job. If you do not have a W-2, list income.

Employer’s Name	2015 Amount Earned	IRS W-2 Attached?
<i>Suzy’s Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes</i>

You will be required to provide documentation from the IRS proving you did not file a tax return in 2015 (IRS Form 4506-T).

D. Verification of 2015 IRS Income Tax Return Information for Student Tax Filers

Instructions: Complete this section if the student filed a 2015 IRS income tax return. *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of the “FAFSA on the Web” at FAFSA.gov.* In most cases, no further documentation is needed to verify that 2015 income tax return information was transferred into the student’s FAFSA using the IRS DRT (if that information has not changed).

For electronic filers, 2015 income tax return information for the IRS DRT is typically available within 2-3 weeks after the 2015 electronic income tax return has been accepted by the IRS. For filers of paper income tax returns, 2015 income tax return information is typically available for the IRS DRT within 8-11 weeks after the 2015 paper income tax return has been received by the IRS. Contact the Kuyper College Financial Aid Office if more information is needed about using the IRS DRT.

Check the box that applies:

- The student **has used** the IRS DRT on “FAFSA on the Web” to transfer 2015 income tax return information into the student’s FAFSA.
- The student **has not** used the IRS DRT on “FAFSA on the Web”, **but will use** the tool to transfer 2015 income tax return information into the student’s FAFSA once the 2015 income tax return has been filed.
- The student is **unable or chooses not to** use the IRS DRT on “FAFSA on the Web” and instead will provide Kuyper College a **2015 IRS Tax Return Transcript(s)** by: _____ / _____ / _____ (date).

To obtain a **2015 IRS Tax Return Transcript**, go to www.IRS.gov and click on the “Order a transcript of your tax return(s)” link. Make sure to request the “**IRS Tax Return Transcript**” and **not** the “IRS Tax Account Transcript.” Use the Social Security number and date of birth of the person listed on the 2015 income tax return and the address on file with the IRS (normally this will be the address used on the 2015 income tax return).

E. Parent’s Financial Information Verification

- My parent(s) did file a 2015 tax return.
- My parent(s) did NOT file a 2015 tax return.
- My parent(s) were not employed and had no income in 2015.

If not filing a tax return, list and attach a W-2 for every job. If you do not have a W-2, list income.

Employer’s Name	2015 Amount Earned	IRS W-2 Attached?
Suzy’s Body Shop (example)	\$2,000.00	Yes

You will be required to provide documentation from the IRS proving you did not file a tax return in 2015 (IRS Form 4506-T).

F. Verification of 2015 IRS Income Tax Return Information for Parent Tax Filers

Important Note: The instructions below apply to each parent included in the household. Notify Kuyper College Financial Aid Office if the parent(s) filed separate income tax returns for 2015 or had a change in marital status after the end of the 2015 tax year as of December 31, 2015.

Instructions: Complete this section if the parent(s) filed a 2015 IRS income tax return(s). *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of the “FAFSA on the Web” at FAFSA.gov.* In most cases, no further documentation is needed to verify that 2015 income tax return information was transferred into the student’s FAFSA using the IRS DRT (if that information has not changed).

For electronic filers, 2015 income tax return information for the IRS DRT is typically available within 2-3 weeks after the 2015 electronic income tax return has been accepted by the IRS. For filers of paper income tax returns, 2015 income tax return information is typically available for the IRS DRT within 8-11 weeks after the 2015 paper income tax return has been received by the IRS. Contact the Kuyper College Financial Aid Office if more information is needed about using the IRS DRT.

Check the box that applies:

- The parent(s) **have used** the IRS DRT on “FAFSA on the Web” to transfer 2015 income tax return information into the student’s FAFSA.
- The parent(s) **have not** used the IRS DRT on “FAFSA on the Web”, **but will use** the tool to transfer 2015 income tax return information into the student’s FAFSA.
- The parent(s) are **unable or choose not to** use the IRS DRT on “FAFSA on the Web” and instead will provide Kuyper College a **2015 IRS Tax Return Transcript(s)** by: _____ / _____ / _____ (date).

To obtain a **2015 IRS Tax Return Transcript**, go to www.IRS.gov and click on the “Order a transcript of your tax return(s)” link. Make sure to request the “**IRS Tax Return Transcript**” and **not** the “IRS Tax Account Transcript.” Use the Social Security number and date of birth of the person listed on the 2015 income tax return and the address on file with the IRS (normally this will be the address used on the 2015 income tax return).

Only Complete the Following Sections if Applicable:

G. Verification of Other Untaxed Income for 2015

If the student was required to provide parental information on the FAFSA, answer each question below as it applies to the student and the student’s parent(s) whose information is on the FAFSA.

If any item does not apply, enter “N/A” for Not Applicable where a response is requested, or enter “0” in an area where an amount is requested. **To determine the correct annual amount for each item:** If you paid or received the same dollar amount every month in 2015, multiply that amount by the number of months in 2015 you paid or received it. If you did not pay or receive the same amount each month in 2015, add together the amounts you paid or received each month. If more space is needed, provide a separate page with the student’s name at the top.

Payments to tax-deferred pension and retirement savings.

List any payments (direct or withheld from earnings) to tax-deferred pension and retirement savings plans (e.g. 401(k) or 403(b) plans), including but not limited to, amounts reported on W-2 forms in boxes 12a through 12d with codes D, E, F, G, H and S.

Name of Person Who Made the Payment	Total Amount Paid in 2015

Child support received.

List the actual amount of any child support received in 2015 for children in your household.

Do not include foster care payments, adoption payments or any amount that was court-ordered but not actually paid.

Name of Adult Who Received Support	Name of Child for Whom Support Was Received	Amount of Child Support Received in 2015

Housing, food and other living allowances paid to members of the military, clergy and others.

Include cash payments and/or the cash value of benefits received.

Do not include the value of on-base military housing or the value of a basic military allowance for housing.

Name of Recipient	Type of Benefit Received	Amount of Benefit Received in 2015

Veteran non-education benefits.

List the total amount of veteran non-education benefits received in 2015. Include Disability, Death Pension, Dependency and Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.

Do not include Federal veteran educational benefits such as: Montgomery GI Bill, Dependents Educational Assistance Program, VEAP Benefits, Post-9/11 GI Bill.

Name of Recipient	Type of Veteran Non-Education Benefit	Amount of Benefit Received in 2015

Other Untaxed Income.

List the amount of other untaxed income not reported and not excluded elsewhere on this form. Include untaxed income such as workers' compensation, disability, Black Lung Benefits, untaxed portions of health savings accounts from IRS Form 1040 Line 25, Railroad Retirement Benefits, etc.

Do not include any items reported or excluded in Section E above. In addition, do not include student aid, Earned Income Credit, Additional Child Tax Credit, Temporary Assistance to Needy Families (TANF), untaxed Social Security benefits, Supplemental Security Income (SSI), Workforce Investment Act (WIA) educational benefits, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion, or credit for federal tax on special fuels.

Name of Recipient	Type of Other Untaxed Income	Amount of Other Untaxed Income Received in 2015

Money received or paid on the student's behalf.

List any money received or paid on the student's behalf (e.g., payment of the student's bills) and not reported elsewhere on this form. Enter the total amount of cash support the student received in 2015. Include support from a parent whose information was not reported on the student's 2017–2018 FAFSA. For example, if someone is paying rent, utility bills, etc., for the student, or gives cash, gift cards, etc. to the student, include the amount of that person's contributions. Amounts paid on the student's behalf also include any distributions to the student from a 529 plan owned by someone other than the student or the student's parents, such as grandparents, aunts and uncles.

Purpose (e.g. cash, rent, books etc.)	Amount Received in 2015	Source

H. Additional information

Please provide information about any other resources, benefits, and other amounts received by the student and any members of the student’s household. This may include items that were not required to be reported on the FAFSA or other forms submitted to Kuyper’s Financial Aid Office. Include such things as Federal veteran education benefits, military housing, SNAP, TANF, etc. If more space is needed, provide a separate page with the student’s name and ID number at the top.

Name of Recipient	Type of Financial Support	Amount of Financial Support Received in 2015

Comments:

I. Certifications and signatures

Each person signing below certifies that all of the information reported is correct. Student and parent signatures are required.

Print Student Name

Student Signature

Date

Print Parent Name

Parent Signature

Date

WARNING: Purposely giving false or misleading information may result in a fine, jail sentence or both.



Please submit this form to the Kuyper College Financial Aid Office
 3333 East Beltline Ave. NE – Grand Rapids, MI 49525
 P: 800.511.3749 / F: 616.222.3045 / financialaid@kuyper.edu