

2017-2018 Verification Worksheet

Priority Deadline May 1

The Financial Aid Office received notification you completed a 2017-18 Free Application for Federal Student Aid (FAFSA) form. Your FAFSA application was selected for a review process called "Verification". Please complete the Verification Worksheet and return to the Financial Aid Office as soon as possible. **This worksheet must be completed on both sides.** If there are differences between your FAFSA application and the documents received, the Financial Aid Office will make corrections electronically to the federal student aid processor to have your information reprocessed. If you previously received an award offer, the corrections could change the amounts on that offer. If your financial aid changes, we will notify you of the change within 2 weeks to your STC student e-mail account.

Student Information

First Name	M.I	Last Name	Social Security Number	Date of Birth
Address (include apt. no)	City	State	ZIP code	Phone # (include Area Code)

Family Information

List the people in your household from July 1, 2017 through June 30, 2018:

If a Dependent Student*, include:

- Yourself and parent(s) you live with most (include stepparent, if your parent is remarried)
- Your parents' dependent children if your parents will provide more than half of their support from July 1, 2017 through June 30, 2018 or if the children would be required to provide parental information if they were completing a 2017-18 FAFSA. Include children who meet either of these standards even if the children do not live with your parent(s).

If you are Independent Student, include:

- Yourself and your spouse (if married).
- Your or your spouse's dependent children, if you or your spouse will provide more than half of their support from July 1, 2017 through June 30, 2018, even if the children do not live with you.

Include other people as part of your household only if:

They now live with you (if Independent) or your parent(s) (if Dependent) AND you or your parents provide more than half of their support AND will continue to provide more than half their support through June 30, 2018.

Write the names of all household members in the space(s) below. Also, write 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 an eligible postsecondary educational institution any time between July 1, 2017 and June 30, 2018.

Full Name	Age	Relationship	College (if Attending at least half-time during 2017-2018)
		Self	State Technical College of Missouri

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.

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Tax Information

Before your financial aid can be processed, we must verify the information you provided on the FAFSA form matches what you and/or your parent(s) submitted to the IRS. If you and/or your parent completed a 2015 Federal Tax Return, either the IRS Data Retrieval or IRS Tax Return Transcripts must be received. If you and/or your parent are not required to file a 2015 Federal Tax Return, go to Step 2. You must complete either Step 1 or Step 2 for the student and parent (if student is dependent).

Step 1) If you and/or your parent completed a 2015 Federal Tax Return, check the box that applies:

Student:

The student has used/will use the IRS Data Retrieval in FAFSA on the Web to transfer 2015 IRS income tax return information into the student's FAFSA.

The student is unable or chooses not to use the IRS Data Retrieval in FAFSA on the Web, and instead will provide the school a 2015 IRS Tax Return Transcript.

Parent: (If Student is Dependent, you must complete this section)

The parent(s) have used/will use the IRS Data Retrieval in FAFSA on the Web to transfer 2015 IRS income tax return information into the student's FAFSA.

The parent(s) are unable or choose not to use the IRS Data Retrieval in FAFSA on the Web, and instead will provide the school a 2015 IRS Tax Return Transcript.

To complete the IRS Data Retrieval process, go to www.fafsa.gov, make a FAFSA correction with your FSA ID, go to the Financial Information section, and complete the IRS Data Retrieval Process. Follow the instructions to determine if eligible for this process. ***The Data Retrieval Process is the quickest and most efficient way to complete this part of the verification process.*** Please notify the Financial Aid Office if the student and/or parent(s) filed an Amended 2015 Federal Tax Return (IRS Form 1040X). If you are unable to complete the IRS Data Retrieval process, you must provide a copy of your 2015 Tax Return Transcript to the Financial Aid Office

Step 2) If you or your parent did not file a 2015 Federal Tax Return, you must obtain a Verification of Nonfiling letter for 2015 from the IRS. Also, please check the box that applies:

Student:

I am not required to file a 2015 Federal Tax Return. Copies of my W2 form(s) are enclosed. (You must provide copies.)

I am not required to file a 2015 Federal Tax Return. I didn't receive a W2 form, but I earned \$_____ from _____ during 2015.

I am not required to file a 2015 Federal Tax Return because I was not employed and had no income earned from work in 2015.

Parent: (If Student is Dependent, you must complete this section)

I am not required to file a 2015 Federal Tax Return. Copies of my W2 form(s) are enclosed. (You must provide copies.)

I am not required to file a 2015 Federal Tax Return. I didn't receive a W2 form, but I earned \$_____ from _____ during 2015.

I am not required to file a 2015 Federal Tax Return because I was not employed and had no income earned from work in 2015.

The student and parent (if applicable) must complete and provide documentation for Steps 1 or 2 before financial aid can be processed.
The law states that we have the right to ask you for this information before awarding federal aid.

To obtain a Tax Return Transcript, **NOT** the Tax Account Transcript or request a Verification of Nonfiling letter, visit the IRS on-line at www.irs.gov, call 800-908-9946, or submit IRS Form 4506-T to the IRS. **The Financial Aid Office CANNOT accept a photocopy of your Federal Tax Return.**

Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent (if student is dependent) whose information was reported on the FAFSA must sign and date.

Student Signature

Date

Parent Signature

Date

Return to: State Technical College of Missouri, Financial Aid Office
One Technology Drive Linn, MO 65051

WARNING: IF YOU PURPOSELY GIVE FALSE OR MISLEADING INFORMATION, YOU MAY BE FINED, SENTENCED TO JAIL, OR BOTH.