



Office of Student Financial Services

2019-2020 Independent Student Verification Worksheet
Please print and return completed form to Student Financial Services

Student's Name: _____ **Student ID** _____

The U.S. Department of Education and/or Ithaca College selected your file for "Verification." Student Financial Services must verify the information on your FAFSA with information submitted on your tax returns. Please complete the IRS data retrieval process or submit your *tax return transcripts*, obtained from the IRS (see information in Sections B) to us. Complete and return this form, along with all of your (and your spouse's, if applicable) W2 forms, within 30 days of receipt or no later than May 1, 2020 (full year/spring only) or December 1, 2019 (fall only). **Your financial aid offer is not final until all verification requirements have been met and any necessary corrections have been made.**

SECTION A: HOUSEHOLD INFORMATION

- List the people that **you reside with, including spouse/children if appropriate, and will support** between July 1, 2019 and June 30, 2020.
- Include **yourself, your spouse, and your children** if (a) you provide more than half of their support and they are residing in the household and will continue to do so from July 1 2019 – June 30 2020 or (b) the children would be required to provide your information when applying for Federal Student Aid.
- Include other people only if they now live with you and you currently provide more than half their support and will continue to do so from July 1, 2019 – June 30, 2020.
- For those listed, write the **name of the college** any will be attending *at least half-time and enrolled in a degree or certificate program* between July 1, 2019 and June 30, 2020, whether they are an **undergraduate or graduate** student, and the **number of credits** they will take each semester. If you need more space, attach a separate page. **If a family member's college selection has not been finalized, complete this form after a decision has been made.**

NAME	AGE	RELATIONSHIP TO STUDENT	CURRENT COLLEGE	UNDERGRAD OR GRAD	FULL-TIME OR # OF CREDITS
		(self)	Ithaca College		

SECTION B: STUDENT / SPOUSE TAX INFORMATION

Check only one box below. An official 2017 tax return transcript may be requested from the Internal Revenue Service by calling 1-800-908-9946 or by requesting a transcript online at <http://www.irs.gov>.

- ☐ I (and, if married, my spouse) have or will be completing IRS Data Retrieval; **attach all W-2 form(s).**
- ☐ I am attaching a copy of my 2017 tax return transcript and all 2017 W2 forms.
- ☐ I (and, if married/remarried, my spouse) did not file and I/We am/are not required to file a 2017 U.S. Income Tax Return. I/ We have listed below my/our employer and any income earned from work, and have attached my/our 2017 W-2 form(s).

SOURCE OF INCOME	AMOUNT

Student's Name: _____ Student ID _____

SECTION C: UNTAXED INCOME INFORMATION

If you and, if applicable, your spouse, received any sources of untaxed income please list the totals below. **DO NOT LEAVE ANY BLANKS** – if an answer does not apply please list **zero** or **indicate non-applicable**.

2017 Untaxed Income	Student	Spouse
Child Support received for all children in the household	\$	\$
Cash received or money paid on your behalf	\$	\$
Other untaxed income or benefits not reported elsewhere (workers, comp., disability, clergy allowances etc.)- incl. source	\$	\$

Sign This Worksheet

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct. **The student and, if applicable, spouse must sign below.** **Warning:** If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student's Signature: _____ Date: _____

Spouse's Signature: _____ Date: _____

NOTE: BOTH SIGNATURES MUST BE IN INK, NOT TYPEWRITTEN, IN ORDER TO VALIDATE THIS FORM