

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 reported on your FAFSA. To verify that you provided correct information the financial aid administrator at Eastern Nazarene 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 must complete and sign this worksheet, attach any required documents and submit the form and other required documents to Office of Financial Aid. The financial aid administrator may ask for additional information. If you have questions about verification contact Office of Financial Aid as soon as possible so that your financial aid will not be delayed.

Dependent Student’s Information

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

A. Dependent Student’s Family Information

List below the people in your parent(s)’ household. **You must 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, 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 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, 2018.
- Include the name of the college for any household member; *exclude listing your parent(s) college*, who will be enrolled, at least halftime, in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2017, and June 30, 2018.

Full Name	Age	Relationship	College
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>	<i>Central University</i>
		Student	Eastern Nazarene College
<i>If more space is needed, attach a separate page with the student’s name and Social Security Number at the top.</i>			

B. Dependent Student AND Parent's Income Information to Be Verified

1. TAX RETURN FILERS - The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student and/or parents have not already used the tool, go to FAFSA.gov, log in to the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the student and/or parents are eligible to use the IRS Data Retrieval Tool to transfer 2015 IRS income tax information into the student's FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.

Student Section - Check only ONE box from below if you filed a 2015 tax return.

- Check here if you used, or will use, the IRS Data Retrieval Tool to transfer your tax information to your FAFSA.
- Check here if you did not use the IRS Data Retrieval Tool. Attach a copy of your IRS Tax Return Transcript to this form. Contact the IRS at <http://www.irs.gov/Individuals/Get-Transcript> or 1-800-908-9946 to request a copy of your 2015 IRS Tax Return Transcript.

Parent Section - Check only ONE box from below if you filed a 2015 tax return.

- Check here if your parent(s) filed a 2015 tax return and used, or will use, the IRS Data Retrieval Tool to transfer their tax information to your FAFSA, and [skip to section C.](#)
- Check here if your parent(s) filed a 2015 tax return but did not use the IRS Data Retrieval Tool. Attach a copy of your parent(s) IRS Tax Return Transcript to this form. Contact the IRS at <http://www.irs.gov/Individuals/Get-Transcript> or 1-800-908-9946 to request a copy of your parent(s) 2015 IRS Tax Return Transcript, and [skip to section C.](#)

2. TAX RETURN NONFILERS- Individuals who did not file an IRS tax return for the relevant tax year will need to submit a "Verification of Non-filing Letter" (VONF) from the IRS dated on or after October 1, 2016 attesting that he/she did not file a 2015 IRS income tax return. If they successfully register at Get Transcript online (www.irs.gov/individuals/get-transcript), they will receive a PDF page indicating that the IRS has no record of a tax return being filed for the requested year. Individuals who are not able to successfully register for the online tool will need to request a Verification of Non-Filing (VONF) letter using IRS Form 4506-T. A VONF letter is not available through the online Get Transcript by Mail or through the automated phone request process. The appropriate document must be sent before federal aid can be finalized.

Student Section - Check only ONE box from below if you DID NOT file a 2015 tax return, list every employer even if they did not issue an IRS W-2 form. If earned income is not on a W-2, please include a signed statement giving sources and amounts of income earned.

- The student was not employed and had no income earned from work in 2015.
- The student was employed in 2015 and has listed below the names of all the student's employers, the amount earned from each employer in 2015 even if they did not receive an IRS W2 form, and whether an IRS W-2 form is attached. Attach copies of all 2015 IRS W-2 forms issued to the student by employers.

Student Employer's Name	2015 Amount Earned	Check if W-2 Attached
<i>Suzy's Auto body Shop (example)</i>	<i>\$2,000 (example)</i>	<input type="checkbox"/>
		<input type="checkbox"/>
<i>If more space is needed, attach a separate page with the student's name and Student ID Number at the top.</i>		

VONF- Provide documentation from the IRS (Verification of Non-filing Letter) dated on or after October 1, 2016 that indicates a 2015 IRS income tax return was not filed with the IRS.

- The Verification of Non-filing Letter is included with this worksheet.

Student's Name: _____ ID# _____

Parent Section - Check only ONE box from below if you did not file a 2015 tax return; list every employer even if they did not issue an IRS W-2 form. If earned income is not on a W-2, please include a signed statement giving sources and amounts of income earned.

- The parent(s) was not employed and had no income earned from work in 2015.
- The parent(s) was employed in 2015 and has listed below the names of all the parent's employers, the amount earned from each employer in 2015 even if they did not receive an IRS W2 form, and whether an IRS W-2 form is attached. Attach copies of all 2015 IRS W-2 forms issued to the parent(s) by employers.

Parent(s) Employer's Name	Belongs To: Mother/Father	2015 Amount Earned	Check if W-2 Attached
<i>Suzy's Auto body Shop (example)</i>	<i>Father (example)</i>	<i>\$2,000 (example)</i>	<input type="checkbox"/>
			<input type="checkbox"/>
<i>If more space is needed, attach a separate page with the student's name and Student ID Number at the top.</i>			

VONF- Provide documentation from the IRS (Verification of Non-filing Letter) dated on or after October 1, 2016 that indicates a 2015 IRS income tax return was not filed with the IRS.

- The Verification of Non-filing Letter is included with this worksheet.

C. Parent's Other Information to Be Verified –You may leave one or both sections blank, only IF it does not apply to your household.

1. Complete this section if someone in the parent's household (listed in Section B) at any time received benefits from the Supplemental Nutrition Assistance Program "SNAP" (formerly known as food stamps) during 2014 or 2015. Please provide documentation of the receipt of SNAP benefits during 2014 and/or 2015 from your local SNAP agency. **SNAP may be known by another name in some states. For assistance in determining the name used in a state, please call 1-800-4FED-AID (1-800-433-3243).**

- One of the persons listed in Section B of this worksheet received SNAP benefits in 2014 or 2015. Attached is documentation of the receipt of SNAP benefits during 2014 and/or 2015.

2. Complete this section if one of the student's parents paid **Child Support** in 2015

- One (or both) parents listed in Section B of this worksheet paid child support in 2015. The parent has indicated below the name of the person who paid the child support, the name of the person to whom the child support was paid, the names of the children for whom child support was paid, and the total annual amount of child support that was paid in 2015 for each child. Attached is documentation of the payment of child support.

D. Name of Person Who Paid E. Child Support	Name of Person to Whom Child Support Was Paid	Name of Child for Whom Support Was Paid	Age of Child for Whom Support Was Paid	Amount of Child Support Paid in 2015
<i>If more space is needed, attach a separate page with the student's name and Student ID Number at the top.</i>				

Student's Name: _____ ID# _____

F. High School Completion Status

Provide **ONE** of the following documents that indicate the student's high school completion status when the student will begin college in 2017-2018.

- A copy of the student's high school diploma.
- A copy of the student's final official high school transcript that shows the date when the diploma was awarded.
- A copy of the student's General Educational Development (GED) certificate or GED transcript.
- An academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.
- If State law requires a homeschooled student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.
- If State law does not require a homeschooled student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by the student's parent or guardian, that lists the secondary school courses the student completed and documents the successful completion of a secondary school education in a homeschool setting.
- If the student is unable to obtain the documentation listed above, he or she must contact the financial aid office.

E. Certification and Signatures: Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and parent must sign this worksheet.

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** _____

Parent's Signature _____ **Date** _____

You should make a copy of this completed form for your records.