



2018 - 2019 Independent Student Verification Form

Your 2018-2019 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 must ask you to confirm the information you reported on your FAFSA. Data will be compared from your FAFSA application with this form, 2016 Income Tax information and any other requested information for both you and a spouse. Complete and sign this document and submit with other required documents. Respond quickly so that your financial aid will not be delayed.

A. Student's Information

Student's Last Name	First Name	M.I.	Last 4 digits of SS Number
Student's Street Address (include apt. no.)			Student's Date of Birth
City, State Zip Code ()			Student's Email Address ()
Student's Home Phone Number (include area code)			Student's Alternate or Cell Phone Number

B. Independent Student's Family Information

List below the names of all household members, including yourself. 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 certificated program at an eligible postsecondary educational institution any time between July 1, 2018 and June 30, 2019.

List the people in your household; include:

- a. Yourself and your spouse
- b. Your children, if you will provide more than half of their support from July 1, 2018 through June 30, 2019
- c. Any other people if they now live with you, and you provide more than half of their support and will continue to do so from July 1, 2018 through June 30, 2019

If more space is needed, provide a separate page with the student's name and DOB at the top.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time (Yes)
1.		<i>Self</i>	<i>Cabarrus College of Health Sciences</i>	
2.				
3.				
4.				
5.				
6.				
7.				
8.				

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.

Students Name: _____ Students DOB ___/___/___

C. Verification of 2016 Income Tax Information

Important Note: The instructions below apply to the student and spouse, if the student is married. If the student and spouse filed separate 2016 IRS income tax returns, the IRS DRT cannot be used and the **2016 IRS Tax Return Transcript(s)** must be provided.

The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at FAFSA.gov. In most cases, no further documentation is needed to verify 2016 income information that was transferred into the student’s FAFSA using the IRS DRT if that information was not changed by the FAFSA filer.

Check the ONE box that applies:

- The student and/or spouse filed a 2016 Federal Tax Return and used the IRS DRT in FAFSA on the Web to transfer the 2016 IRS income tax return information into the FAFSA.
- The student and/or spouse were unable or chose not to use the IRS DRT in *FAFSA on the Web*, and instead is providing the school with a **2016 IRS Tax Return Transcript(s) and copies of all 2016 W-2 forms**. * See notes below
- The student and spouse did not file a 2016 Federal Tax Return, was not employed and had no income earned from work in 2016. Confirmation of Non-filing letter must be obtained from the IRS. *** See notes below
- The student and spouse did not file a 2016 Federal Tax Return, but the student and/or spouse were employed in 2016 and have listed below the names of all employers, the amount earned from each employer in 2016, and whether an IRS W-2 form is provided. [Provide copies of all 2016 IRS W-2 forms issued to the student and spouse by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

If you have lost any of your W-2 forms, you may order a Wage and Income Transcript directly from the IRS online at www.irs.gov. Confirmation of Non-filing letter must be obtained from the IRS. * See notes below

Employer’s Name	IRS W-2 Provided?	Annual Amount Earned in 2016
Total Amount of Income Earned from Work		\$

If more space is needed, provide a separate page with the student’s name and DOB at the top.

***How to obtain a 2016 IRS Tax Return Transcript or 2016 Confirmation of Non-filing Letter**

2016 Tax Return Transcript

- Get Transcript ONLINE or By MAIL – <https://www.irs.gov/individuals/get-transcript> Request the “IRS Tax Return Transcript”
- Automated Telephone Request – 1-800-908-9946.

2016 Verification of Non-filing Letter

- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T.

If the student and spouse filed separate 2016 IRS income tax returns, the IRS DRT cannot be used and the **2016 IRS Tax Return Transcript(s)** must be provided for each.

D. Certification and Signatures

- Each person signing below certifies that all of the information reported is complete and correct.
- By signing this form, I (we) also authorized Cabarrus College of Health Sciences to make any changes to the originally reported FAFSA data that result from the Verification process.

Warning: If you purposely give false or misleading information you may be fined, sent to prison or both.

_____	_____
Print Student’s Name	Last 4 digits of SS Number
_____	_____
Student’s Signature (Required)	Date
_____	_____
Spouse’s Signature (Optional)	Date

Do not mail this worksheet to the U.S. Department of Education.

**You may submit the verification and requested forms to: Cabarrus College of Health Sciences - Attention: Robin Robinson
401 Medical Park Drive Concord, NC 28025 Phone (704) 403-2445 Fax (704) 403-2077**