

2018–2019 INDEPENDENT VERIFICATION WORKSHEET (V1)

Your 2018–2019 Free Application for Federal Student Aid (FAFSA) was selected for a process called verification. U.S. Department of Education regulations state that before awarding Federal Student Aid, we must ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, the Financial Aid Office at Antioch will compare your FAFSA with the information on this worksheet any other required documents. If there are differences, your FAFSA information may need to be corrected by the Financial Aid Office. You must complete and sign this worksheet, attach any required documents, and submit them to the Financial Aid Office. After review, we may ask for additional information. If you have questions about verification, please contact the Financial Aid Office as soon as possible at your campus so that your financial aid will not be delayed.

You may attach additional pages as necessary to this form. If you do so, please be sure to include the Student's Full Name and Student ID number on *each page attached*.

A. Independent Student's Information

Student's Last Name	Student's First Name	Student's M.I.	AU Student ID#
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 people in your household. Include:

- Yourself.
- Your spouse, if you are married.
- Your children, if any, if you will provide more than half of their support from July 1, 2018, through June 30, 2019, or if the child would be required to provide your information if they were completing a FAFSA for 2018–2019. Include children who meet either of these standards, even if they do not live with you.
- Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2019.

Include the name of the college for any household member who will be enrolled at least half time, in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2018, and June 30, 2019.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
<i>Marty Jones(example)</i>	28	<i>Spouse</i>	<i>Central University</i>	<i>Yes</i>
		<i>Self</i>		

C. Income Verification

Complete this section if you, the student and/or your spouse filed a 2016 income tax return with the IRS.

1. As part of verification, the Financial Aid Office is required to collect your official tax data, either through the FAFSA IRS Data Retrieval Tool (DRT) or via an IRS Tax Return Transcript. A copy of your Tax Return (1040, 1040A, or 1040EZ) is *not* acceptable for verification purposes. You must complete one of the steps outlined in the chart below.

Please review and check one of the following:

<input type="checkbox"/> I have successfully used the FAFSA's IRS Data Retrieval Tool to load my (and my spouse's) income information onto the FAFSA and submitted the FAFSA transaction.
<input type="checkbox"/> I have not yet, but will use the FAFSA's Data Retrieval Tool (<i>instructions below</i>) to transfer my (and my spouse's) income information onto the FAFSA. (<i>please note verification cannot be completed until this information is received</i>)
<input type="checkbox"/> I am unable or chose not to use the FAFSA's Data Retrieval Tool to transfer my income information. I have either attached a copy of my 2016 IRS Tax Return Transcript here, or I will request a copy of a 2016 IRS Tax Return Transcript to be mailed to me (<i>instructions below</i>) and will then forward it directly to my Financial Aid Office.
<input type="checkbox"/> I was a victim of IRS Identity Theft, or I filed a Non-IRS Income Tax Return. I will contact the Financial Aid Office for detailed instructions on how to complete verification.
<input type="checkbox"/> I did not and am not required to file a 2016 Federal Tax Return. I will complete the Tax Return Non-Filer section below.

- The best way to verify income is by using the IRS Data Retrieval Tool (DRT) on the FAFSA. If you have not already used the tool, go to FAFSA.gov, log in to the 2018-19 FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if you are eligible to use the IRS DRT to transfer 2016 IRS tax information into the FAFSA. After uploading tax data, **please be sure to submit the FAFSA**.
2. The Financial Aid Office is also required collect a copy of your **2016 W2 (or equivalent, such as an IRS 1099) Form(s)**, even if you attached a Tax Return or Tax Return Transcript, or used the IRS Data Retrieval Tool.

Please review and check one of the following:

<input type="checkbox"/> I have attached a 2016 W2 (or equivalent document, such as an IRS 1099) for all income earned from work .
<input type="checkbox"/> I am unable to provide a copy of my 2016 W2 (or equivalent) form(s), so I have ordered and attached a 2016 IRS Wage and Income Transcript . <i>Instructions on ordering a Wage & Income Transcript can be found below.</i>
<input type="checkbox"/> I have not yet submitted a copy of my W2 (or equivalent) form(s), nor have I attached a copy of my 2016 Wage and Income Transcript to the Financial Aid Office, but I understand that verification <i>cannot</i> be completed until this information is received. <i>Instructions on ordering a Wage & Income Transcript can be found below.</i>

- To obtain a 2016 Federal Tax Return Transcript from the IRS, go to www.IRS.gov and click on the "Get a Tax Transcript" link, or call **1-800-908-9946**. Make certain to request the "IRS Tax **Return** Transcript" and not the "IRS tax *account* transcript." You will need your Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when the 2016 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.
- To obtain a 2016 Federal Wage and Income Transcript from the IRS, call **1-800-908-9946** or go to www.IRS.gov. There, click on the "Get a Tax Transcript" link. Follow the on-screen instructions to log in or to create an IRS account. Once your account is created, make certain to request the **2016 "Wage and Income Transcript,"** and submit this to the Financial Aid Office.

D. Tax Return Non-Filers

Complete this section if you, the student and/or your spouse will not file and are not required to file a 2016 income tax return with the IRS, but earned income from work in 2016. More information about who is required to file can be found at www.irs.gov. If you are required to file a return, but have not, you must file your return in order to be considered for Federal Student Aid.

1. In the following table, please list all earnings from work during 2016 **and attach a 2016 W2 or 1099-MISC for each line item**. Your application cannot be considered complete until all earnings from work can be verified with a W2 or 1099-MISC.

Source of Income from Work in 2016	Student	Spouse	IRS W-2 or 1099 Attached?
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
Total Income from Work in 2016	\$	\$	

2. Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2017 that indicates a 2016 IRS income tax return was not filed with the IRS or other relevant tax authority. A confirmation of non-filing can be obtained from the IRS using Form 4506-T and checking box 7. If appropriate, a similar confirmation from another taxing authority (e.g., a U.S. territory or a foreign government) is also acceptable.

Check here if confirmation of non-filing is provided.

Check here if confirmation of non-filing will be provided later.

E. Verification of Other Untaxed Income

Complete this section for you and your spouse. **Please indicate “zero” if not applicable. DO NOT LEAVE BLANK.**

- If you did not have any source of work income in 2016, please attach a statement describing how you met your living expenses in 2016.**
- Payments to tax-deferred pension and retirement savings** – List any payment (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 codes D, E, F, G, H, and S.

Name of Person (Student or Spouse) Who Made the Payment	Annual Amount Paid in 2016
	\$
	\$
	\$
	\$
Total Payments to Tax-deferred Pension and Retirement Savings:	\$

F. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. The student must sign this worksheet. If married, the spouse's signature is optional.

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Print Student's Name

Print Spouse's Name

Student's Signature

Date

Spouse's Signature

Date