



Verification Worksheet Dependent Student V1

Your 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, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

A. Student Information

Last Name	First Name	MI	Student ID Number
Address (include apt. #)			Date of Birth
City	State	Zip Code	Phone Number
Email Address			

B. Family Information:

Please fill in the following chart with:

- Yourself and your parent(s) (including a stepparent if you live with them).
- 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).
- Include 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, **excluding your parent(s)**, 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, 2017, and June 30, 2018. *If more space is needed, attach a separate page with the student's name and school ID Number at the top.*

Full Name	Age	Relationship to you	If this person will attend college 6 credit hours or more in 2017-2018 write college name here
		SELF/STUDENT	

C. Food Stamps (SNAP- Supplemental Nutrition Assistance Program)

Complete this section if someone in the student's parent's household (listed in STEP B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) any time during the 2015 and/or 2016 calendar years.

Yes one of the persons listed in STEP B of this worksheet received SNAP benefits during 2015 and/or 2016.

No one in the household received SNAP during 2015 or 2016.

D. Child Support Paid Did either of your parents pay child support in 2015? If yes, you must complete the chart below. You will need to provide documentation for this if asked.

Name of person who paid child support	Name of person to whom child support was paid	Name of child for whom child support was paid	Amount of Child support paid in 2015

E. Students 2015 Income/Tax Information

1. **Tax Return Filers**: Complete this section if you filed or will file a 2015 income tax return with the IRS.

Check the box that applies:

I will provide signed copies of my 2015 tax return to Southern Virginia University. I understand that verification cannot be completed until the transcript has been received and evaluated.

I will provide a 2015 IRS tax return transcript to Southern Virginia University. I understand that verification cannot be completed until the transcript has been received and evaluated.

To obtain an IRS tax return transcript, go to www.irs.gov and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure 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 your 2014 IRS tax return was filed)

2. **Tax return non-filers**—complete this section if you will not file and are not required to file a 2015 income tax return with the IRS.

Check which statement is true:

I was not employed and had no income earned from work in 2015- ***If you had no income, or minimal income, during 2015, you must document your means of support.*** Submit a statement and any documentation related to your income for 2015 with this form.

I was employed in 2015 but was not required to file a tax return. Listed below are the names of all employers, the amount earned from each employer, and whether an IRS W-2 is attached. If you received a W2 you **must** attach it. List every employer even if you did not receive a W-2

Employers Name	2014 Amount Earned	W-2 Attached

Student ID # _____

F. Parents 2015 Income/Tax Information

1. Tax Return Filers: Complete this section if you filed or will file a 2015 income tax return with the IRS.

Check the box that applies:

I will provide signed copies of my 2015 tax return to Southern Virginia University. I understand that verification cannot be completed until the transcript has been received and evaluated.

I will provide a 2015 IRS tax return transcript return to Southern Virginia University. I understand that verification cannot be completed until the transcript has been received and evaluated.

To obtain an IRS tax return transcript, go to www.irs.gov and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure 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 your 2014 IRS tax return was filed).

2. Tax return non-filers—complete this section if you will not file and are not required to file a 2015 income tax return with the IRS.

Check which statement is true:

I was not employed and had no income earned from work in 2015. ***If you had no income, or minimal income, during 2015, you must document your means of support with an email or written statement.*** Submit a statement and any documentation related to your income for 2015 with this form.

I was employed in 2015 but was not required to file a tax return. Listed below are the names of all employers, the amount earned from each employer, and whether an IRS W-2 is attached. If you received any W2's you must attach them. List every employer even if you did not receive a W-2.

Employers Name	2015 Amount Earned	W-2 Attached

By signing this form, I certify that all of the information is complete and correct.

Student _____ **Date** _____

Parent _____ **Date** _____

Please return this worksheet to Student Financial Services, One University Hill Drive, Buena Vista VA 24416 or Fax to: 540-266-3840. If you have questions, please contact our office at 540-261-8405 or email us at student.finances@svu.edu. Until Verification is complete your financial aid is tentative and cannot be released.