

C. 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 submit a signed copy of my 2015 tax return.

I will submit a 2015 IRS tax return transcript. I understand that verification cannot be completed until the tax documentation 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 2015 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 any W2's they must be attached. List every employer even if you did not receive a W-2

Employers Name	2015 Amount Earned	W-2 Attached

D. 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 submit a signed copy of my 2015 tax return.

I will submit a 2015 IRS tax return transcript. 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 2015 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.

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. Attach copies of all 2015 W-2's. List every employer even if you did not receive a W-2.

Employers Name	2015 Amount Earned	W-2 Attached

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.

TO BE COMPLETED AND SIGNED BY PARENT

E. Child Support Paid:

I certify that I paid child support in 2015. I have listed below the names of the individuals to whom child support was paid, the names of the children for whom the child support was paid and the total amount of child support paid in 2015 for each child. I also attest that I have not included these children as members of my household size. (The parent can either include these children as members of the household or include the amount of child support paid but may not include these children as members of the household and also list child support paid).

Name of Person to Whom Child Support Was Paid	Name of Child for Whom Child Support Was Paid	Total Amount of Child Support Paid in 2015

Please note that in certain circumstances additional documentation may need to be provided such as:

- A copy of the separation agreement or divorce decree that shows the amount of child support to be provided
- A statement from the individual receiving the child support certifying the amount of child support received
- Copies of child support payment checks or money order receipts

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

- My parents **did not** receive Food Stamps (snap) in 2015 or 2016.
- My parents **did** receive Food Stamps (snap) in 2015 or 2016 (documentation may be required).

G. 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. Please check the box of the documentation included.

- A copy of my high school diploma
- A copy of my final official high school transcript that shows the date when the diploma was awarded
- A copy of my General Educational Development (GED) certificate or GED transcript
- An academic transcript that indicates I successfully completed at least a two-year program that is acceptable for full credit toward a bachelor’s degree.
- My 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), and I am attaching a copy.
- My 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), I am attaching a transcript or the equivalent, signed by my parent or guardian, that lists the secondary school courses that I completed and documents the successful completion of a secondary school education in a homeschool setting.

If you are unable to obtain the documentation listed above, you must contact the financial aid office.

H. Identity and Statement of Educational Purpose (To Be Signed at the Institution)

The student must appear in person at Southern Virginia University to verify his or her identity by presenting valid government-issued photo identification (ID), such as, but not limited to, a driver’s license, other state-issued ID, or

passport. The institution will maintain a copy of the student's photo ID that is annotated with the date it was received and the name of the official at the institution authorized to collect the student's ID.

In addition, the student must sign, in the presence of the institutional official, the following:

Statement of Educational Purpose

I certify that I _____ am the individual signing this

Print your name

Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Southern Virginia University for 2017–2018.

(Student's Signature)

(Date)

If you are unable to sign the above document at the school please have this one notarized and send it to the school:

Notary's Certificate of Acknowledgement

State of _____

City/County of _____

On _____, before me, _____

(Date)

(Notary's name)

personally appeared, _____, and provided to me

(Printed name of signer)

on basis of satisfactory evidence of identification _____

(Type of government-issued photo ID provided)

to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal

(Seal)

(Notary signature)

My commission expires on _____

(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.