

C. Dependent Student's Income Information to Be Verified

1. TAX RETURN FILERS—**Important Note:** If you filed, or will file, an amended 2014 IRS Tax Return, you must contact your Financial Aid Administrator before completing this section.

Instructions: Complete this section if you, filed or will file a 2014 Income Tax Return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If you have not already used the tool, go to FAFSA.gov, log in to your 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 Data Retrieval Tool to transfer 2014 IRS Income Tax information into your FAFSA. It takes 2-3 weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS Tax Return filers, and 8-11 weeks for paper IRS Tax Return filers. If you need more information about when, or how to use the IRS Data Retrieval Tool see your Financial Aid Administrator.*

Check the box that applies:

- I have used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2014 IRS income information into my FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *Grambling will use the IRS information that was transferred in the verification process.*
- I have not yet used the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to retrieve and transfer 2014 IRS income information into my FAFSA once I have filed a 2014 IRS Tax Return. *See instructions above for information on how to use the IRS Data Retrieval Tool. Grambling cannot complete the verification process until the IRS information has been transferred into the FAFSA.*
- I am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and I will submit to Grambling a **2014 IRS Tax Return Transcript**—not a photocopy of the Income Tax Return. *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 the 2014 IRS Tax Return was filed). It takes 2-3 weeks for IRS income information to be available for electronic IRS Tax Return filers, and 8-11 weeks for paper IRS Tax Return filers.*
- I have attached my 2014 IRS Tax Return Transcript to this worksheet.
- I will submit my 2014 IRS Tax Return Transcript to Grambling later. Verification cannot be completed until the IRS Tax Return Transcript has been submitted to the Financial Aid Office.

2. TAX RETURN NONFILERS—Complete this section if you will not file and is not required to file a 2014 Income Tax Return with the IRS.

Check the box that applies:

- I was not employed and had no income earned from work in 2014.
- I was employed in 2014 and have listed below the names of all my employers, and the amount earned from each employer in 2014, whether an IRS W-2 form is attached. I have attached copies of all 2014 IRS W-2 forms issued to me by my employers. *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and G Number at the top.*

Employer's Name	2014 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>	<i>Yes(example)</i>

D. Parent's Income Information to Be Verified—Note: If two parents were reported in Section B of this worksheet, the instructions and certifications below refer and apply to both parents.

1. TAX RETURN FILERS—**Important Note:** If your parent(s), filed or will file, an amended 2014 IRS Tax Return, your Financial Aid Administrator must be contacted before completing this section.

Instructions: Complete this section if your parent(s) filed or will file a 2014 Income Tax Return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If your parent(s) has not already used the tool, your parent and you should go to FAFSA.gov, log in to your FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if your parent(s) is eligible to use the IRS Data Retrieval Tool to transfer 2014 IRS Income Tax information into your FAFSA. It takes 2-3 weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS Tax Return filers, and 8-11 weeks for paper IRS Tax Return filers. If you need more information about whether or how to use the IRS Data Retrieval Tool see your Financial Aid Administrator.*

Check the box that applies:

- My parent has used the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2014 IRS income information into my FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *Grambling will use the IRS information transferred into my FAFSA to complete the verification process.*
- My parent has not yet used the IRS Data Retrieval Tool, but will use the tool to transfer 2014 IRS income information into my FAFSA once my parent's IRS Tax Return has been filed. *See instructions above for information on how to use the IRS Data Retrieval Tool. The Financial Aid Administrator cannot complete verification until my parent has transferred IRS information into my FAFSA.*
- My parent is unable or choose not to use the IRS Data Retrieval Tool, and will submit to Grambling a copy of his/her **2014 IRS Tax Return Transcript(s)**—not photocopies of the Tax Return. *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 you order the "IRS Tax Return Transcript" and not the "IRS Tax Account Transcript." Your parent will need his or her Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when the 2014 IRS Tax Return was filed). It takes 2-3 weeks for IRS income information to be available for electronic IRS Tax Return filers, and 8-11 weeks for paper Tax Return filers. If your parents are married, and a separate 2014 Tax Returns was filed, a 2014 IRS Tax Return Transcript must be submitted for each parent.*
- My parent(s) has attached his and/or her 2014 IRS Tax Return Transcript(s) to this worksheet.
- My parent(s) will submit his and/or her 2014 IRS Tax Return Transcript(s) to Grambling later. Verification cannot be completed until the IRS Tax Return Transcript(s) has been submitted to the Financial Aid Office.

2. TAX RETURN NONFILERS—Complete this section if your parent(s) will not file and is not required to file a 2014 Income Tax Return with the IRS.

Check the box that applies:

- My parent(s) was not employed and had no income earned from work in 2014.
- My parent(s) was employed in 2014 and has listed below the names of all his/her employers, and the amount earned from each employer in 2014, whether an IRS W-2 form is attached. My parent has attached copies of all 2014 IRS W-2 forms issued to him/her by employer(s). *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and G Number at the top.*

Employer's Name	2014 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00 (example)</i>	<i>Yes (example)</i>

E. Parent's Other Information to Be Verified

1. Complete this section if someone in your parent's household (listed in Section B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) any time during the 2013 or 2014 calendar years.

I certify that a member of my parent(s) household received SNAP benefits in 2013 or 2014. If asked by the Financial Aid Office, I will provide documentation of the receipt of SNAP benefits during 2013 and/or 2014.

2. Complete this section if your parent(s) paid child support in 2014.

If one (or both) of your parents listed in Section B of this worksheet paid child support in 2014; Your 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 name(s) of the child/children for whom child support was paid, and the total annual amount of child support that was paid beginning January 1, 2014 through December 31, 2014 for each child. If asked by the Financial Aid Office, I will provide documentation of the payment of child support. *If you need more space, attach a separate page that includes your name and G Number at the top.*

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2014
<i>Marty Jones</i>	<i>Chris Smith (example)</i>	<i>Terry Jones</i>	<i>\$6,000.00</i>

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 2015–2016:

- 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. ***Grambling State University only accept GED certificate or Transcript from a student that is 25 years or older.***
- 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 home school (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 home school (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 home school setting.

Student's Name: _____ G#: _____

G. Identity and Statement of Educational Purpose (To Be Signed at Grambling)

The student must appear in person at Grambling State University to
(Name of Postsecondary Educational Institution)
verify his or her identity by presenting a 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 Student's 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 Grambling State University for 2015–2016.
(Name of Postsecondary Educational Institution)

(Student's Signature)

(Date)

(Student's ID Number)

(Authorized Financial Aid Administrator's Signature)

(Date)

Notary's Certificate of Acknowledgement

To Be Signed with Notary: If you are unable to appear in person at Grambling State University you must provide a valid government-issued ID and the original copy of this form.

State of _____

City/County of _____

On _____, before me, _____,
(Date) (Notary's name)

personally appeared, _____, and proved 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)

Student's Name: _____ G#: _____

H. Certification and Signatures

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. (**No changes can be made**) The student and one parent must sign and date.

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

*Submit this worksheet to the Financial Aid Office at
Grambling State University*

You should make a copy of this worksheet for your records.