



Your 2015–2016 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 your Financial Aid Administrator will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information will be corrected. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the Financial Aid Office. We may ask for additional information. If you have questions about verification, contact your Financial Aid Administrator as soon as possible so that your financial aid will not be delayed.

Student's Alternate or Cell Phone Number

[illegible]

Student's Name: _____ G#: _____

C. Independent Student's Income Information to Be Verified

1. TAX RETURN FILERS—**Important Note:** If you (or your spouse, if married) 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 transfer my (and, if married, my spouse's) 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, but I will use the tool to transfer my (and, if married, my spouse's) 2014 IRS income information into my FAFSA once I have filed my 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 your (and, if married, your spouse's) IRS information has been transferred into your 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(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 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). 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. If you are married and you and your spouse filed a separate 2014 Tax Returns, you must submit a Tax Return Transcripts for both you and your spouse.*
- ☐ I have attached my 2014 IRS Tax Return Transcript(s) to this worksheet.
- ☐ I will submit my 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 you, (and, if married, your spouse), will not file and are not required to file a 2014 Income Tax Return with the IRS.

Check the box that applies:

- ☐ I (and, if married, my spouse) was not employed and had no income earned from work in 2014.
- ☐ I (and/or my spouse if married) was employed in 2014 and have listed below the names of all 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 W-2 forms issued to me (and, if married, to my spouse) by employers. *List every employer even if the employer 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?
Suzy's Auto Body Shop (example)	\$2,000.00	Yes

Student's Name: _____ G#: _____

D. Independent Student's Other Information to Be Verified

1. Complete this section if someone in your 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.

☐ One of the persons listed in Section B of this worksheet 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 you or your spouse, if married, paid and / or received child support in 2014.

☐ Either I, or if married my spouse who is listed in Section B of this worksheet, paid child support in 2014. I have 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 names of the children for whom child support was paid, and the total annual amount of child support that was paid in 2014 for each child. If asked by the Financial Aid Office, I will provide documentation of my 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(example)</i>	<i>Chris Smith</i>	<i>Terry Jones</i>	<i>\$6,000.00</i>

E. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. **(No changes can be made)**
The student must sign this worksheet.
If married, the spouse's signature optional.

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

Spouse'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.