

Tax Return Filers—Important Note: If you (or your spouse if married) file, or will file an amended 2015 IRS Tax Return, you must contact your financial aid administrator before completing this section.

Instructions: Complete this section if the student and spouse filed or will file a 2015 IRS income tax return(s). The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at FAFSA.gov. In most cases, no further documentation is needed to verify 2015 income information that was transferred into the student’s FAFSA using the IRS DRT if that information was not changed by the FAFSA filer.

Check the box that applies:

- I, the student, have used the IRS Data Retrieval Tool in FAFSA on the Web to transfer my (and, if married, my spouse’s) 2015 IRS income information into my FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *Your school will use the IRS information that was transferred in the verification process.*
- I, the student, have not yet used the IRS Data Retrieval Tool, but I will use the tool to transfer my (and, if married, my spouse’s) 2015 IRS Income information into my FAFSA once I have filed my 2015 IRS tax return. *See instructions above for information on how to use the IRS Data Retrieval Tool. Your school cannot complete the verification process until you (and, if married) your spouse’s IRS information has been transferred into your FAFSA.*
- I, the student, am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and I will submit to the school **2015 IRS tax return transcript(s)**—not photocopies of the income tax return.

A **2015 IRS Tax Return Transcript** may be obtained through:

- **Online Request** – Go to www.irs.gov, under the Tools heading on the IRS homepage, click “Get a Tax Transcript by Mail.” Click “Get Transcript by MAIL.” Make sure to request the “IRS Tax Return Transcript” and not the “IRS Tax Account Transcript.”
- **Telephone Request** – 1-800-908-9946
- **Paper Request Form** – IRS Form 4506T-EZ or IRS Form 4506-T

In most cases, for electronic tax return filers, 2015 IRS income tax return information is available for the IRS DRT or the IRS Tax Return Transcript within 2-3 weeks after the 2015 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2015 paper IRS income tax returns, the 2015 IRS income tax return information is available for the IRS DRT or the IRS Tax Return Transcript within 6-8 weeks after the 2015 paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about using the IRS DRT or obtaining an IRS Tax Return Transcript.

If the student and spouse filed separate 2015 IRS income tax returns, the IRS DRT cannot be used and the **2015 IRS Tax Return Transcript(s)** must be provided for each.

- Check here if a **2015 IRS tax return transcript(s)** is provided.
- Check here if a **2015 IRS tax return transcript(s)** will be provided later.

Tax Return Non-Filers—Complete this section if you, the student (and, if married, your spouse), will not file and are not required to file a 2015 income tax return with the IRS.

Check the box that applies:

- The student (and, if married, the student’s spouse) was not employed and had no income earned from work in 2015.
- The student (and/or the student’s spouse if married) was employed in 2015, list below the names of all employers. The amount earned from each employer in 2015, and whether an IRS W-2 form is attached. Attach copies of all 2015 W-2 forms issued to you (and, if married, to your 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 SSN at the top.*

Employer’s Name	2015 Amount Earned	IRS W-2 Attached?
Suzy’s Auto Body Shop (example)	\$2,000.00	Yes

D. Independent Student's Other Information to be Verified

Complete this section if someone in your household received benefits from the Supplemental Nutrition Assistance Program, of SNAP (formerly known as food stamps), anytime during the 2015 or 2016 calendar years.

- One of the persons listed in Section B of this worksheet received SNAP benefits in 2015 or 2016. If asked by my school, I will provide documentation of the receipt of SNAP benefits during 2015 and/or 2016.

Complete this section if you or your spouse, if married, paid child support in 2015.

- Either I or, if married, my spouse, who is listed in Section B of this worksheet paid child support in 2015. 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 and ages of the children for whom child support was paid, and the total annual amount of child support that was paid in 2015 for each child. If asked by my school, I will provide documentation of the payment of child support. *If you need more space, attach a separate page that includes your name and ID Number at the top.*

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name and age of Child for Whom Support Was Paid	Amount of Child Support Paid in 2015
Marty Jones (example)	Chris Smith	Terry Jones, age 6	\$6,000

E. 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, sent to prison, or both.

Print Student's Name

Student's ID Number

Student Signature (Required)

Date

Spouse's Signature (Optional)

Date

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