



2018-2019 Dependent Verification Worksheet

Your 2018-2019 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. Federal law requires the CCTC Financial Aid Office to compare the information from your FAFSA with copies of your 2016 IRS Federal tax return transcripts (and parents since you are considered dependent for federal aid purposes) or other financial aid documents. This process is required before awarding federal student aid.

- **Bring this worksheet both completed and signed by you and at least one parent to the Student Services Office on your campus. Attach any required documentation.**
- To request a copy of a **2016 Return Transcript and/or, W-2 Form(s)** contact the Internal Revenue Services at IRS.GOV or 1-800-829-3676 (*option 1, 3, &1*) our fax number is 803-778-6696.
- If there are differences, your FAFSA information may need to be corrected by the Financial Aid Office.
- The financial aid office may ask for additional information.

A. Student Information

LAST NAME	FIRST NAME	M.I.	STUDENT ID#
ADDRESS (INCLUDE APT #)	CITY	STATE	ZIP CODE
DATE OF BIRTH	MYCCTC EMAIL ADDRESS	PHONE NUMBER	

B. Family Information

- **List the people in your parent(s) household.**
Include:
 - ✓ Student (self)
 - ✓ Parent(s) of student *including step-parent(s)*
 - ✓ Children and other dependents of parent(s). *Add child or dependent to this list only if **your parents** will provide more than half of their support from July 1, 2018 through June 30, 2019. Child or dependent does not have to live in your home.*

Marital status options: **Never Married, Married/Remarried, Separated/Divorced, or Widowed.** *Only list the college if student in your household is enrolled at least half time. Note that parents cannot be considered as a student.*

Full Name	Marital Status	Date of Birth	Relationship	College
			SELF	

C. Income Information- Check one for each column

Student	Parent(s)
<input type="radio"/> I used the IRS Data Retrieval Tool to transfer my 2016 income information at www.FAFSA.gov	<input type="radio"/> I/We used the IRS Data Retrieval Tool to transfer 2016 income information at www.FAFSA.gov
<input type="radio"/> I did not use the IRS Data Retrieval tool. A copy of my 2016 IRS Tax Return Transcript is attached.	<input type="radio"/> I/We did not use the IRS Data Retrieval Tool. A copy of our 2016 IRS Tax Return Transcript(s) are attached.
<input type="radio"/> I did not and was not required to file a 2016 Federal Income Tax Return. A copy of my 2016 W-2 forms are attached.	<input type="radio"/> I/We did not and were not required to file a 2016 Federal Income Tax return. A copy of my/our 2016 W-2 forms are attached. A letter of Non-Filing from the IRS is attached.
<input type="radio"/> I did NOT earn income from work in 2016 and do not have a 2016 W-2 to provide.	<input type="radio"/> I/We did NOT earn income from work in 2016 and do not have a 2016 W-2 to provide.

D. Income Information for Non Tax-Fileers Only

If you and/or your parents **were not required to file** a 2016 U.S. Income Tax Return, below list every employer even if the employer did not issue a W-2 and any income received in 2016. **A copy of you and/or parent(s) 2016 IRS W-2 Form(s) must be attached. Request copy of tax transcript from IRS to verify non-filing status for parents.**

Employer's Name	Student's 2016 Amount Earned	Parent(s) 2016 Amount Earned	W-2 Submitted (Y/N)
	\$	\$	
	\$	\$	
	\$	\$	

- If parents of student were **married** on or before December 31, 2016, 2016 IRS Tax Return Transcript must reflect *Married Filing Joint* or *Married Filing Separately*.
- If parents were **separated** on or before December 31, 2016, valid documentation must be submitted to verify separation for amendment of taxes to not be required.

E. Signature and Certification

Each person signing below certifies that all the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date. **Warning: If you purposely give false or misleading information, you may be fined and sentenced to jail or both.**

STUDENT SIGNATURE

DATE

PARENT SIGNATURE

DATE