



2018 - 2019

Independent 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 transcript or other financial aid documents. This process is required before awarding federal student aid.

- **Bring this worksheet both completed and signed to the Student Services office on your campus. Attach any required documentation.**
- To request a copy of a **2016 Tax Return Transcript, and/or W-2 form**, contact the Internal Revenue Services (IRS) 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 Office of Financial Aid.
- 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 household.**

Include:

- ✓ Student (self)
- ✓ Spouse, if married
- ✓ Child(ren) and other dependents even if they do not live with you but will receive more than half of your support from July 1, 2018 through June 30, 2019

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.*

Full Name	Marital Status	Date of Birth	Relationship	College
			SELF	

Return completed and signed forms to the Student Services office on your campus, mail, fax or email to:
 Central Carolina Technical College ■ **Office of Financial Aid** ■ 506 North Guignard Drive
 ■ Sumter, SC 29150 ■ Fax: 803.778.6696 ■ Phone: 803.778.7831 ■ FinancialAid@cctech.edu

C. Income Information- Check one for each column

Student	Spouse (if applicable)
<input type="radio"/> I used the IRS Data Retrieval Tool to transfer my 2016 income information at www.FAFSA.gov	<input type="radio"/> I 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 Return Transcript is attached.	<input type="radio"/> I did not use the IRS Data Retrieval Tool. A copy of our 2016 IRS Return Transcript(s) is 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 form(s) is/are attached. A letter of Non-Filing from the IRS is attached.	<input type="radio"/> I did not file a 2016 Federal Income Tax return. A copy of my/our 2016 W-2 form(s) is/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 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 or your spouse were not required to file a 2016 U.S. Income Tax Return, list below every employer even if the employer did not issue a W-2 and any income received in 2016. (Attach all W-2 Forms) **A copy of you and/or your spouse 2016 W-2 Form must be attached. Request copy of tax transcript from IRS to verify non-filing status.**

Employer's Name	Student's 2016 Amount Earned	Spouse's 2016 Amount Earned	W-2 Submitted (Yes or No)
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	

- If you were **married** on or before December 31, 2016, 2016 IRS Tax Return Transcript must reflect Married Filing Joint or Married Filing Separately.
- If you were **separated** on or before December 31, 2016, valid documentation must be submitted to verify separation in order for a filing status of single or head of household to be accepted.

E. Signature and Certification

Each person signing below certifies that all the information reported is complete and correct. The student 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

SPOUSE SIGNATURE (Optional)

DATE