

# Verification Worksheet

## 2018-2019 Academic Year

Your **2018-2019** 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 the Financial Aid Office at North Seattle College will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete and sign this worksheet, attach any required documents, and submit to the Financial Aid Office at North Seattle College as soon as possible so your financial aid will not be delayed.

### A. Student Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

SSN: \_\_\_\_\_ SID: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

### B. Family Information - List the people in your household below. Please include:

#### Dependent Students

- Yourself and your parent(s) even if you do not live with them. Include step-parent if your custodial parent is remarried, as well as parents that live together regardless of their marital status or gender.
- Your parent(s) other children if your parent(s) will provide more than half of their support from July 1, 2018 through June 30, 2019, or if the other children would be required to provide parental information if they were completing a FAFSA for 2018-2019. Include children who meet either of these standards, even if they do not live with your parent(s).
- Other people **ONLY IF** they live with your parent(s) now **AND** your parent(s) do and will continue to provide more than half of their support from July 1, 2018 through June 30, 2019.

#### Independent Students

- Yourself and your spouse, if married.
- Your children, if any and if you will provide more than half of their support from July 1, 2018 through June 30, 2019, or if the children would be required to provide your information if they were completing the 2018-2019 FAFSA. Include children who meet either one of these standards, even if they do not live with you.
- Other people **ONLY IF** they live with you now **AND** you do and will continue to provide more than half of their support from July 1, 2018 through June 30, 2019. ***We may request legal/court documentation of support to include these additional household members.***

Full Name	Age	Relationship to Student	College	Enrolled at Least Half Time (Yes / No)
		self (student)	North Seattle College	

*If more space is needed, attach a separate page with your name and Social Security Number at the top.*

**C. Student Income Verification (must include Spouse if married):**

*Student and Spouse must each verify their 2016 income if they were married when the 18-19 FAFSA was completed.*

**Did you and/or your Spouse (if married) file a 2016 U.S. Federal Tax Return?**

**Yes. Student and/or Spouse (if married) are required to verify 2016 income:**

1. Use the IRS Data Retrieval Tool to directly import 2016 income information into the FAFSA  
**or** Submit a 2016 IRS "Tax Return Transcript" for Student and Spouse (if married)

**No. Student and/or Spouse (if married) are required to submit the following documentation:**

1. North Seattle College "Certification of Non-Tax Filer Status" form
2. IRS "Verification of Nonfiling Letter" dated on or after October 1, 2017 certifying that no 2016 tax form was filed or was required to be filed (Not required for Dependent students)
3. Copies of W-2 Form(s) from each employer in 2016, if any

**D. Parent(s) Income Verification (for Dependent students only):**

**Did Parent(s) file a 2016 U.S. Federal Tax Return?**

**Yes. Parent(s) are required to verify 2016 income:**

1. Use the IRS Data Retrieval Tool to directly import 2016 income information into the FAFSA  
**or** Submit a 2016 "IRS Tax Return Transcript" for parent(s) listed on 18-19 FAFSA

**No. Parent(s) are required to submit the following documentation:**

1. North Seattle College "Certification of Non-Tax Filer Status" form
2. IRS "Verification of Non-Filing Letter" dated on or after October 1, 2017 certifying that no 2016 tax form was filed or was required to be filed
3. Copies of W-2 Form(s) from each employer in 2016, if any

**E. CERTIFICATION:** Each person signing this worksheet certifies that all of the information reported on it is complete and correct. If dependent, the student and one parent must sign and date this worksheet. **WARNING:** If you purposely give false or misleading information on this worksheet, you may be referred to the OIG and/or be liable to repay all aid received.

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature (Dependent students only) \_\_\_\_\_ Date: \_\_\_\_\_

**Note: Signatures cannot be typed.**