

2016-2017 Independent Student Verification Worksheet

Student's ID Number: _____ Email: _____

 Student's Full Legal Name: _____ , _____
 (Please print clearly) Last First Middle

Your 2016-2017 Free Application for Federal Student Aid (FAFSA) has been selected for verification. The Office of University Scholarships and Financial Aid will compare your FAFSA with the information on this form and with any other required documents. If there are differences between your FAFSA and verification documents, we will make the corrections electronically. If necessary, our office will request additional information. Please do not make any on-line corrections to your FAFSA during this process.

Please include your name and Virginia Tech ID number on all pages submitted.

Funding is limited and we strongly encourage you to submit all required documentation as quickly as possible.

Household information

Please complete all boxes for persons listed

List the people in your household, including:

- Yourself (and your spouse, if you are married); **AND**
- Your children, if you will provide more than half of their support, even if they do not live in your house, between July 1, 2016 and June 30, 2017, **AND**
- Other people if they now live with you, you provide more than half of their support and you will continue to provide more than half of their support between July 1, 2016 and June 30, 2017.

Note: Include the name of the college for any household members who will be enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2016 and June 30, 2017.

Full Name	Age (<i>Do not leave blank</i>)	Relationship to Student	College/University
1)	Age	Self	Virginia Tech
2)	Age	Spouse	
3)	Age		
4)	Age		
5)	Age		
6)	Age		
7)	Age		
8)	Age		

Attach additional page(s) if necessary

Student ID Number _____

Student Last Name _____

2015 Tax and Income Information

1. You must verify your 2015 Federal IRS Income Tax Information. **Please do not send a copy of your federal tax return (1040, 1040A or 1040EZ), W2s, or schedules unless specifically requested by our office. Tax transcripts or the IRS Data Retrieval Tool are the only acceptable documentation.**

For more information on the options below, see the "2016-2017 IRS Income Tax Verification Guide", available at www.finaid.vt.edu/forms.

IRS Data Retrieval Tool (DRT) - preferred method: I transferred my tax information using the **DRT** on the FAFSA website: <http://fafsa.gov> and did not make any changes to the information. Continue to question 2.

Tax Return Transcript: I have already filed my taxes, but was not able to use the DRT. A signed copy of my 2015 IRS Tax Return Transcript is attached. Continue to question 2.

I **will file** a federal tax return, but have not filed at this time. I understand before this requirement is satisfied, I must complete the DRT or provide a signed tax transcript once my taxes are complete. Continue to question 2.

I earned income in 2015, but **will NOT** and am NOT required to file taxes. Complete the employer chart below then continue to question 2.

I **did NOT have any earned income** in 2015. Continue to question 2.

If you were paid for working in 2015, but DID NOT and ARE NOT REQUIRED to file a 2015 IRS Federal income tax return, list the employers and/or source(s) of income and the amounts of all income received in 2015 in the chart below.

Attach additional page if necessary.

Employer's Name and/or Source(s) of Income	2015 Amount Earned

2. In 2015, did you **pay** child support?

Yes, please complete the chart below (*attach an additional page if necessary*).

No

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 2015

3. In 2015, did you **receive** child support? Don't include foster care or adoptive payments.

Yes, Amount \$ _____/year.

No

Please be sure all information is complete and include all signatures. **Electronic signatures are not allowed.** Make sure your last name and VT ID number are clearly indicated on the top of each page.

If I purposely give false or misleading information on this worksheet, I may receive a fine, a prison sentence, or both. By signing this information request, I am certifying that all information is complete and correct.

Student Signature _____

Date _____

(Please Note: Email is not always a secure method of communication and may inadvertently expose your information if misdirected. Virginia Tech suggests using fax, U.S. Postal Service or personal delivery as a more secure method of delivery. If you choose to submit information through email, Virginia Tech will not be responsible for any exposure of data.)

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