

**2016-2017  
Dependent 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 the student's 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 parent(s)' household, including:**

- Yourself, even if you don't live with your parent(s); **AND**
- Your parent(s), if your legal parent(s) (biological and/or adoptive) are not married to each other and live together provide information about both of them regardless of their gender; **AND**
- Your parent(s) other children, **even if** they do not live in your parent's household, if your parent(s) will provide more than half of their support between July 1, 2016 and June 30, 2017, or the children would be required to provide parental information when applying for Federal Student Aid; **AND**
- Other people if they now live with your parent(s), your parent(s) provide more than half of their support and your parent(s) 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, excluding your parent(s), 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 (Do not leave blank)	Relationship to Student	College/University
1)	Age	Self	Virginia Tech
2)	Age	Parent/Stepparent	XXXXXXXXXXXXXXXXXXXX
3)	Age	Parent/Stepparent	XXXXXXXXXXXXXXXXXXXX
4)	Age		
5)	Age		
6)	Age		
7)	Age		
8)	Age		

Attach additional page(s) if necessary

Student ID Number \_\_\_\_\_

Student Last Name \_\_\_\_\_

<b>2015 Tax and Income Information</b>
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1. Parent(s), we 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](http://www.finaid.vt.edu/forms).

- IRS Data Retrieval Tool (DRT) - preferred method** - My parent(s) transferred their 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:** My parent(s) have filed their taxes, but were not able to use the DRT. A signed copy of the 2015 IRS **Tax Return Transcript** is attached. Continue to question 2.
- My parent(s) **will file** a federal tax return, but have not yet filed it. I understand before this requirement is satisfied, my parents must complete the DRT or provide a signed tax transcript after filing their taxes. Continue to question 2.
- My parent(s) earned income in 2015, but **will not file** and are not required to file. Complete the employer chart below then continue to question 2.
- My parent(s) **did not have any earned income** in 2015. Continue to question 2.

If your parent(s) was/were paid for working in 2015, but DID NOT file and are NOT REQUIRED to file a 2015 Federal IRS income tax return, list below the employers and/or source(s) of income and the amounts of all income received in 2015. *Attach additional page(s) if necessary.*

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

2. In 2015, did your parent(s), listed on the FAFSA, **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 your parent(s), listed on the FAFSA, **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 acceptable.** Make sure the student last name and 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** \_\_\_\_\_

**Parent 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.)*