

# 2017–2018 Verification Worksheet

## Dependent Student

### California Dream Act Application

Your 2017–2018 California Dream Act Application was selected for review in a process called verification. The law says that before awarding Cal Grant funds, we may ask you to confirm the information you reported on your application. To verify that you provided correct information the financial aid administrator at your school will compare your Dream Act Application with the information on this worksheet and with any other required documents. If there are differences, your Dream Act Application information may need to be corrected. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

#### A. Dependent Student’s Information

Student’s Last Name	Student’s First Name	Student’s M.I.	Student ID#
Student’s Street Address (include apt. no.)			Student’s Date of Birth
City	State	Zip Code	Student’s Email Address
Student’s Home Phone Number (include area code)			Student’s Alternate or Cell Phone Number

#### B. Dependent Student’s Family Information

List below the people in your parent(s) household. Include:

- Yourself and your parent(s) (including a stepparent) even if you don’t live with your parent(s). Include both of a dependent student’s legal (biological or adoptive) parents if the parents live together, regardless of the marital status or gender of the parents.
- Your parent(s)’ other children if your parent(s) will provide more than half of their support from July 1, 2017, through June 30, 2018, or if the other children would be required to provide parental information if they were completing a Dream Act Application for 2017–2018. Include children who meet either of these standards, even if they do not live with your parent(s).
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2018.

Include the name of the college for any household member, excluding your parent(s), who will be enrolled, at least half time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2017, and June 30, 2018. *If more space is needed, attach a separate page with the student’s name and student ID number at the top.*

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>	<i>Holy Names University</i>	<i>Yes</i>
		<i>Self</i>		

*Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is accurate.*

Student's Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

**C. Dependent Student's Income Information to Be Verified**

**1. TAX RETURN FILERS**—Important Note: If the student filed, or will file, an amended 2015 IRS tax return, the student must contact the financial aid administrator before completing this section.

Instructions: Complete this section if the student, filed or will file a 2015 income tax return with the IRS.

**Check the box that applies:**

- The student will submit to the school a 2015 IRS tax return transcript—not a photocopy of the income tax return. *To obtain an IRS tax return transcript, go to [www.irs.gov](http://www.irs.gov) and click on the “Order a Return or Account Transcript” link, or call 1-800-908-9946. Make sure to request the “**IRS tax return transcript**” and not the “IRS tax account transcript.” You will need your Social Security Number or Individual Taxpayer Identification Number (ITIN), date of birth, and the address on file with the IRS (normally this will be the address used when your 2015 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers*
- Check here if the student's IRS tax return transcript is attached to this worksheet.
- Check here if the student's IRS tax return transcript will be submitted to the student's school later. **Verification cannot be completed until the IRS tax return transcript has been submitted to the student's school.**

**2. TAX RETURN NONFILERS**—Complete this section if the student, will not file and is not required to file a 2015 income tax return with the IRS. *The institution may require the applicant to submit a ‘Verification of Nonfiling’ from the IRS that the tax filer did not file a 2015 IRS income tax return. The request for “Verification of Nonfiling can be obtained by the tax filer using IRS Form 4506-T and checking box 7. IMPORTANT: According to the IRS, a response to the request for a Verification of Nonfiling for the 2015 tax year will not be issued until after June 15, 2016.*

**Check the box that applies:**

- The student was not employed and had no income earned from work in 2015.
- The student was employed in 2015 and has listed below the names of all the student's employers, the amount earned from each employer in 2015, and whether an IRS W-2 form is attached. Attach copies of all 2015 IRS W-2 forms issued to the student by employers. List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and student ID number at the top.

Employer's Name	2015 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>	<i>Yes (example)</i>

Student's Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

**D. Parent's Income Information to Be Verified**—Note: If two parents were reported in Section B of this worksheet, the instructions and certifications below refer and apply to both parents.

**1. TAX RETURN FILERS**—Important Note: If the student's parent(s), filed or will file, an amended 2015 IRS tax return the student's financial aid administrator must be contacted before completing this section.

Instructions: Complete this section if the student's parent(s) filed or will file a 2015 income tax return with the IRS.

**Check the box that applies:**

- The parent will submit to the student's school a copy of the parent's 2015 IRS tax return transcript(s)—not photocopies of the income tax return. . *To obtain an IRS tax return transcript, go to [www.irs.gov](http://www.irs.gov) and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure to request the "IRS tax return transcript" and not the "IRS tax account transcript." You will need your Social Security Number or Individual Taxpayer Identification Number (ITIN), date of birth, and the address on file with the IRS (normally this will be the address used when your 2015 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you are married and you and your spouse filed separate 2015 tax returns, you must submit tax return transcripts for both you and your spouse.*
- Check here if an IRS tax return transcript(s) is attached to this worksheet.
- Check here if IRS tax return transcript(s) will be submitted to the student's school later. **Verification cannot be completed until the IRS tax return transcript(s) has been submitted to the school.**

**2. TAX RETURN NONFILERS**—Complete this section if the student's parent(s) will not file and is not required to file a 2015 income tax return with the IRS. *The institution may require the applicant to submit a 'Verification of Nonfiling' from the IRS that the tax filer did not file a 2015 IRS income tax return. The request for "Verification of Nonfiling can be obtained by the tax filer using IRS Form 4506-T and checking box 7. IMPORTANT: According to the IRS, a response to the request for a Verification of Nonfiling for the 2015 tax year will not be issued until after June 15, 2016.*

**Check the box that applies:**

- The parent(s) was not employed and had no income earned from work in 2015.
- The parent(s) was employed in 2015 and has listed below the names of all the parent's employers, the amount earned from each employer in 2015, and whether an IRS W-2 form is attached. Attach copies of all 2015 IRS W-2 forms issued to the parent(s) by employer(s). *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and student ID number at the top.*

Employer's Name	2015 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>	<i>Yes (example)</i>

Student's Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

**E. Parent's Other Information to Be Verified**

Complete this section if someone in the student's parent's household (listed in Section B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) and provide a statement signed by one of the applicant's parents, affirming that SNAP-Food Stamps benefits were received by someone in the household during the 2015 and/or 2016 calendar years. The parents certify that \_\_\_\_\_, a member of the parents' household, received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2015 or 2016. SNAP may be known by another name in some states.

The parents' household includes:

- The student.
- The parents (including a stepparent) even if the student doesn't live with the parents.
- The parents' other children if the parents will provide more than half of the children's support from July 1, 2017, through June 30, 2018, or if the other children would be required to provide parental information if they were completing a Dream Act Application for 2017–2018. Include children who meet either of these standards even if the children do not live with the parents.
- Other people if they now live with the parents and the parents provide more than half of the other people's support and will continue to provide more than half of their support through June 30, 2018.

*Note: If we have reason to believe that the information regarding the receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefits in 2015 or 2016.*

Complete this section if one of the student's parents paid child support in 2015. One (or both) of the student's parents listed in Section B of this worksheet paid child support in 2015. The parent has indicated below the name of the person who paid the child support, the name of the person to whom the child support was paid, the names of the children for whom child support was paid, and the total annual amount of child support that was paid in 2015 for each child. If asked by the school, I will provide documentation or electronic payments of child support. If you need more space, attach a separate page that includes the student's name and Student ID Number at the top.

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
<i>Marty Jones</i>	<i>Chris Smith (example)</i>	<i>Terry Jones</i>	<i>\$6,000.00</i>

**F. Certification and Signatures**

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent must sign and date.

**WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

\_\_\_\_\_  
Print Student's Name

\_\_\_\_\_  
Student's ID Number

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date