

Student Name: _____

Student ID Number: _____

C. Student's Income Information to Be Verified

Check only one box.

1. TAX RETURN FILERS

Important Note: If the student filed, or will file, an **amended** 2014 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 2014** income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student has not already used the tool, go to FAFSA.gov, log in to the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the student is eligible to use the IRS Data Retrieval Tool to transfer 2014 IRS income tax information into the student's FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you need more information about when, or how to use the IRS Data Retrieval Tool see your financial aid administrator.*

Check the box that applies:

- The student has used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2014 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *The student's school will use the IRS information that was transferred in the verification process.*
- The student has not yet used the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to retrieve and transfer 2014 IRS income information into the student's FAFSA once the student has filed a 2014 IRS tax return. *See instructions above for information on how to use the IRS Data Retrieval Tool. The student's school cannot complete the verification process until the IRS information has been transferred into the FAFSA.*
- The student is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and the student will submit to the school a **2014 IRS tax return transcript**—not a photocopy of the income tax return. *To obtain an IRS tax return transcript, go to www.irs.gov and click on the "Get Transcript ONLINE" 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, date of birth, and the address on file with the IRS (normally this will be the address used when the 2014 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 2014 income tax return with the IRS.

Check the box that applies:

- The student was not employed and had no income earned from work in 2014.
(Student must attach the **Low Income Form** to verify household assets for 2014).
- The student was employed in 2014 and has listed below the names of all the student's employers, the amount earned from each employer in 2014, and whether an IRS W-2 form is attached. Attach copies of all 2014 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 Social Security Number at the top.*

Employer's Name	2014 Amount	IRS W-2 Attached?
ABC Shipping (example)	\$1,280	Yes

Student Name: _____

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D. Student's Other Information to Be Verified

- 1. Complete this section if someone in the student's household (listed in Section B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) any time during the 2013 or 2014 calendar years.
 - One of the persons listed in Section B of this document received SNAP benefits in 2013 or 2014. If asked by the student's school, I will provide documentation of the receipt of SNAP benefits during 2013 and/or 2014.

- 2. Complete this section if one of the students paid child support in 2014.
 - One (or both) of the students listed in Section B of this document paid child support in 2014. The student 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 2014 for each child. If asked by the school, I will provide documentation of the payment of child support. *If you need more space, attach a separate page that includes the student's name and Social Security 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 Child Support Was Paid	Amount of Child Support Paid in 2014
<i>Joe Jones (example)</i>	<i>Jane Doe</i>	<i>Jake Jones</i>	<i>\$6000</i>

E. Certification and Signatures

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

Each person signing this document certifies that all of the information reported on it is complete and correct. **The student (spouse optional) must sign and date.**

Student's Signature

Date

Spouse's Signature (Optional)

Date

***Do not mail this document to the U.S. Department of Education.
Submit this document to the financial aid administrator at your school.***

You should make a copy of this document for your records.

Robeson Community College / Financial Aid Office / PO Box 1420 Lumberton, NC 28360

Completed form may be faxed to 910.618.5686 or emailed to finaid@robeson.edu