

# 2016–2017 V1 Dependent Verification Worksheet



Your 2016–2017 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 must ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information, the financial aid administrator at your school 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 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.

## A. Student's Information

Student's Last Name	Student's First Name	MI	Student ID
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Street Address	City	State	Zip	Phone Number
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## B. Dependent Student's Family Information

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

- Yourself and your parents (including a stepparent, if your parent has remarried) even if you don't live with your parents.
- Your parent(s)' other children (including stepchildren, if parent is remarried) if your parent(s) will provide more than half of their support from July 1, 2016, through June 30, 2017, or if the other children would be required to provide parental information if they were completing a FAFSA for 2016–2017. 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, 2017.

Include the name of the college for any household member, exclude your parents, 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, 2016 and June 30, 2017.

*If more space is needed, attach a separate page with the student's name and G# at the top.*

Full Name (First and Last)	Age	Relationship to student	Name of College the person will attend at least half-time between 07/01/16 – 06/30/17
		<b>SELF</b>	

## C. Child Support Paid

In 2015, did your parents make child support payments to another person?

- YES (please complete chart below)  
 NO

Name of person who made child support payments	Name of person who received child support payments	Name of child for whom child support was paid	Total amount paid between 01/01/15 and 12/31/15

## D. Receipt of CalFresh/SNAP Benefits

In 2014 or 2015, did any member of the parents' household receive benefits from CalFresh or the Supplemental Nutrition Assistance Program (SNAP, formerly known as the Food Stamp Program)?

- YES  
 NO

**Must submit with valid photo ID**

Cañada College	(650) 306-3307
College of San Mateo	(650) 574-6147
Skyline College	(650) 738-4236

**IMPORTANT**  
Please use black or blue ink if completing by hand. This document will be scanned into your financial aid file.

### E. Verification of 2015 IRS Income Tax Return Information

The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of the FAFSA on the Web at [www.FAFSA.gov](http://www.FAFSA.gov). In most cases, no further documentation is needed to verify 2015 IRS income tax return information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed.

✓ Check **one** box for Student AND **one** for Parents

STUDENT	
<input type="checkbox"/> I used the IRS Data Retrieval Tool (DRT) on my FAFSA <ul style="list-style-type: none"> <li>○ Important Note: if you used the DRT and later changed the information, you must submit a Tax Return Transcript</li> </ul>	
<input type="checkbox"/> I am attaching my <b>2015 IRS Tax Return Transcript</b> . (We will not accept copies of tax returns) <input type="checkbox"/> I worked in 2015, <b>but</b> did not file a 2015 Tax Return <b>AND</b> I am not required to file a Tax Return. If you select this option, you <b>MUST</b> list all your employer(s) and income earned below <b>AND</b> attach W-2 form(s)	
Employer	Earnings/Income
<input type="checkbox"/> I did not file a 2015 Tax Return and did not have earnings in 2015. My source of income was:	
Source of Income	Amount

PARENTS	
<input type="checkbox"/> We used the IRS Data Retrieval Tool (DRT) on the FAFSA <ul style="list-style-type: none"> <li>○ Important Note: if you used the DRT and later changed the information, you must submit a Tax Return Transcript</li> </ul>	
<input type="checkbox"/> We are attaching my <b>2015 IRS Tax Return Transcript</b> . (We will not accept copies of tax returns) <input type="checkbox"/> We worked in 2015, <b>but</b> we did not file a 2015 Tax Return <b>AND</b> we are not required to file a Tax Return. If you select this option, you <b>MUST</b> list all your employer(s) and income earned below <b>AND</b> attach W-2 form(s)	
Employer	Earnings/Income
<input type="checkbox"/> We did not file a 2015 Tax Return and did not have earnings in 2015. Our source of income was:	
Source of Income	Amount

**REMINDER:** If you are unable to utilize the IRS DRT on the FAFSA, you must obtain a tax return transcript and submit it together with this verification worksheet. There are 3 ways to obtain your IRS Tax Return Transcript\*

1. Go to [www.irs.gov](http://www.irs.gov) and click on the "Get Transcript of Your Tax Records" link
2. Call 1-800-908-9946. Make sure to request a **Tax Return Transcript** not an account transcript
3. Go to your local IRS office

Be aware that option 1 & 2 can take up to 10 business days for the transcript to arrive.

\*You will need the Social Security Number (SSN) 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 the 2015 IRS tax return was filed).

### 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 whose information was reported on the FAFSA must sign and date. **WARNING: If you purposely give false or misleading information, you may be fined, be sentenced to jail, or both.**

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**Must submit with valid photo ID**

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