**Financial Aid Office**

Phone: 253-964-6544

Email: Financialaid@pierce.ctc.edu

**2020–2021 Dependent Verification Worksheet (V1)**

Your 2020-2021 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law states that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. If there are differences, your FAFSA information may be corrected. **We may ask for additional information and will contact you through your student email.**

**Be sure to complete ALL sections of this form.**  A**ny delay in submitting this form in its entirety, along with all required documents will delay having financial aid disbursed. You must complete and sign this worksheet, attach any required documents, and submit to the financial aid office at Pierce College.**

# Student’s Information

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last Name First Name

Office Use Only:

Date Form Received: \_\_\_/\_\_\_/\_\_\_\_

Current ISIR #\_\_\_\_ FA Initials: \_\_\_\_

# Parent’s Household Information

List below the people in your parent(s)’ household. Be sure to include:

* + Yourself and your parent(s) (include stepparent) even if you don’t live with your parent(s).
  + Your parent(s)’ other children if your parent(s) will provide more than half of their support from July 1, 2020 through June 30, 2021, or if the other children would be required to provide parental information if they were completing a FAFSA for 2020–2021. 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, 2021.

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, 2020 and June 30, 2021.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Full Name | Age | Relationship | College | Will be Enrolled at Least Half Time |
| *Marty Jones(example)* | *21* | *Brother* | *Pierce College* | *Yes* |
|  |  | *Self* |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Office Use Only: # in Family\_\_\_\_\_ # in College\_\_\_\_

# Student’s Income Information

# Check only ONE box below that applies. Please read all options carefully before making your selection:

# I have attached my 2018 Tax Return Transcript (See instructions below), or a signed copy of my 2018 income tax return

# I have successfully used the FAFSA’s IRS Data Retrieval Tool to load and submit my income information onto the FAFSA.

* I was not employed and had no income earned from work in 2018
* I was employed in 2018, but will not and I am not required to file a 2018 income tax return with the IRS. I will submit a copy of my W2s as follows:

**List below the names of ALL the student’s employers and the amount earned from each employer in 2018. Attach copies of all 2018 IRS W-2 forms issued to the student.**

|  |  |  |
| --- | --- | --- |
| **Employer’s Name** | **2018 Amount Earned** | **IRS W-2 Attached?** |
| *Suzy’s Auto Shop (example)* | *$2000* | *\_\_\_\_\_Yes \_\_\_\_\_No* |
|  |  | *\_\_\_\_\_Yes \_\_\_\_\_No* |
|  |  | *\_\_\_\_\_Yes \_\_\_\_\_No* |
|  |  | *\_\_\_\_\_Yes \_\_\_\_\_No* |

# I filed an Amended IRS Income Tax Return *or* I was granted a Filing Extension by the IRS *or* I was a victim of IRS Identity Theft *or* I filed a Non-IRS Income Tax Return. *I will contact the Financial Aid Office for detailed instructions on how to complete verification.*

**How to request a copy of your 2018 Tax Return Transcript from the IRS**

1. Go to [www.irs.gov](http://www.irs.gov)/individuals/get-transcript
2. Select “Get Transcript by Mail” or “Get Transcript Online” *(if you filed your taxes jointly, you may need to provide information for the person listed first on your taxes)*
3. Provide the primary taxpayer’s Social Security Number, Date of Birth, Street Address, and Zip or Postal Code
4. Select “Tax Return Transcript” under Type of Transcript
5. Select the appropriate tax year

\*To order a Tax Return/Transcript by phone: (800) 908-9946

Office Use Only:

**2018 Taxes:** DRT - Tax Trans - W2 – Tax Return- N/A

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

# Parent Income Information

# I (and spouse if applicable) have attached my 2018 Tax Return Transcript (See instructions below), or, a signed copy of my 2018 income tax return

# I (and spouse, if applicable) have successfully used the FAFSA’s IRS Data Retrieval Tool to load and submit my income information onto the FAFSA.

# I (and my spouse – if applicable) was not employed and had no income earned from work in 2018

* I (and my spouse – if applicable) was employed in 2018, but will not and am not required to file a 2018 income tax return with the IRS. I will submit a “Verification of Nonfiling Letter” to the Financial Aid Office.
  + - Please submit the 4506-T form to the IRS To receive the Verification of Nonfiling Letter. <https://www.irs.gov/pub/irs-pdf/f4506t.pdf> - you will want to check box 7.

**List below the names of ALL the parent’s (and spouse’s –if applicable) employers and the amount earned from each employer in 2018. Attach copies of all 2018 IRS W-2 forms issued to the parent(s).**

|  |  |  |
| --- | --- | --- |
| **Employer’s Name** | **2018 Amount Earned** | **IRS W-2 Attached?** |
| *Suzy’s Auto Shop (example)* | *$2000* | *\_\_\_\_\_Yes \_\_\_\_\_No* |
|  |  | *\_\_\_\_\_Yes \_\_\_\_\_No* |
|  |  | *\_\_\_\_\_Yes \_\_\_\_\_No* |
|  |  | *\_\_\_\_\_Yes \_\_\_\_\_No* |

# I (and spouse, if applicable) filed an Amended IRS Income Tax Return *or* I was granted a Filing Extension by the IRS *or* I was a victim of IRS Identity Theft *or* I filed a Non-IRS Income Tax Return. *I will contact the Financial Aid Office for detailed instructions on how to complete verification.*

**How to request a copy of your 2018 Tax Return Transcript from the IRS**

1. Go to [www.irs.gov](http://www.irs.gov)/individuals/get-transcript
2. Select “Get Transcript by Mail” or “Get Transcript Online” *(if you filed your taxes jointly, you may need to provide information for the person listed first on your taxes)*
3. Provide the primary taxpayer’s Social Security Number, Date of Birth, Street Address, and Zip or Postal Code
4. Select “Tax Return Transcript” under Type of Transcript
5. Select the appropriate tax year

\*To order a Tax Return/Transcript by phone: (800) 908-9946

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

Office Use Only:

**2018 Taxes:** DRT - Tax Trans - Letter of Non-File - W2- Tax Return

# Certification and Signature

# I certify that all of the information reported on this worksheet is complete and correct. The student and one parent must sign this worksheet.

Print Student’s Name Print Parent’s Name

Student’s Signature Date Parent’s Signature Date

**Student/Parent - Did you remember to:**

* **Complete and sign this worksheet**
* **Attach 2018 Tax transcript(s), Income Tax Return, W-2 forms if applicable, or Verification of Nonfiling Letter**
* **Submit this form and other required documents to the Financial Aid Office at Pierce College.**

Office Use Only:

FA Initials \_\_\_\_\_\_\_ Student Signature\_\_\_\_\_ Parent Signature\_\_\_\_\_