

# DEPENDENT Verification Worksheet (V1)

## What is Verification?

Your application was selected for a review process called "Verification". The Federal Processor chooses student applications for verification, and it is part of the role of the Financial Aid Office to properly complete the verification process for chosen students. In this process, we will be comparing information from your FAFSA application, the information on this worksheet, and other required documents.

The law states that we have the right to ask you for this information before awarding Federal aid. If there are differences between your application and your documentation, your FAFSA may need to be corrected.

## What Should I Do?

1. Complete and sign the worksheet-you and at least one parent. The worksheet will be returned if required information is left blank.

2. Submit the completed worksheet and any other documentation to: Fox Valley Technical College

Financial Aid Office  
 1825 N Bluemound Dr.  
 PO BOX 2277  
 Appleton, WI 54912-2277  
 or  
 Fax to: (920) 735-5763

PROCESSING OF YOUR AID **WILL NOT CONTINUE** UNTIL THIS FORM IS  
 COMPLETED AND ALL DOCUMENTS ARE SUBMITTED.

## A. Student Information

_____	_____	_____	_____
Last name	First name	M.I.	Phone Number (include area code)
_____	_____	_____	_____
Social Security Number	Date of birth	Student ID Number	

## B. Family Information

List the people in your *parent(s)' household*, including:

1. Yourself (even if you do not live with your parents).
2. Your parents (includes stepparent if remarried).
3. Your parents' other children (only if your parents provide more than half of their support from July 1, 2013 through June 30, 2014, or they would be required to give parental information when applying for 2013-2014 federal aid).
4. Other people if they now live with your parents and the parents provide more than half of their support and will continue to provide more than half of their support through June 30, 2014.

**Note: You may be required to submit documentation proving that you provide more than half of the support for those listed.**

- write in the name of the college for any household member, excluding your parent(s), who will be attending college at least half time between July 1, 2013 and June 30, 2014, and will be enrolled in a degree, diploma, or certificate program.

Full Name	Age	Relationship	College (if enrolled at least half time)
		Self	Fox Valley Technical College

## C. Income Information to be Verified

Dependent

**Instructions:** The best way to verify income is by using the IRS Data Retrieval that is part of FAFSA on the Web. If the student has not already used the tool, go to FAFSA.gov, log into 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 2012 IRS income tax information to the student's FAFSA.

### STUDENT Section (check one box only)

<input type="checkbox"/>	*Check here if you filed a 2012 tax return and utilized the IRS Data Retrieval Tool
<input type="checkbox"/>	*Check here if you filed a 2012 tax return and did not utilize the 2012 IRS Data Retrieval Tool  *You must attach a copy of the IRS Tax Return Transcript. To obtain, go to <a href="http://www.IRS.gov">www.IRS.gov</a> and click on the "Order a Return or Account Transcript" link under the Tools section.
<input type="checkbox"/>	*Check here if you will not file and are not required to file a 2012 tax return  *Complete the Non-Tax Filer form available at <a href="http://www.fvtc.edu/finaid/forms">www.fvtc.edu/finaid/forms</a>

### PARENT Section (check one box only)

<input type="checkbox"/>	*Check here if you filed a 2012 tax return and utilized the IRS Data Retrieval Tool
<input type="checkbox"/>	*Check here if you filed a 2012 tax return and did not utilize the 2012 IRS Data Retrieval Tool  *You must attach a copy of the IRS Tax Return Transcript. To obtain, go to <a href="http://www.IRS.gov">www.IRS.gov</a> and click on the "Order a Return or Account Transcript" link under the Tools section.
<input type="checkbox"/>	*Check here if you will not file and are not required to file a 2012 tax return  *Complete the Non-Tax Filer form available at <a href="http://www.fvtc.edu/finaid/forms">www.fvtc.edu/finaid/forms</a>

## D. Other Information to be Verified

**D1.** 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) during the **2011 or 2012** calendar years.

- ☐ Yes - SNAP was received into the household for **2011 and/or 2012**.
- ☐ No - Proceed to D2

**D2.** Parent and/or stepparent paid child support in 2012. Please note this should not include children reported in Section B on the previous page.

- ☐ Yes - Please fill out the chart below, and attach official documentation (available at <http://dcf.wisconsin.gov/bcs/payments/Logon.htm>).
- ☐ No - Proceed to section E

Name of Parent who Paid Support	Name of Parent who Received Support Payment	Name of Child Supported	Total Amount Paid During the Year 2012
			\$
			\$
			\$

## E. 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.

Student Signature

Date

Parent Signature

Date