



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

2016–2017 V6 Independent 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 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 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
Street Address	City	State	Zip
			Phone Number

B. Student's Family Information

List below the people in your household. Include:

- Yourself.
- Your spouse, if you are married
- Your children (including stepchildren), if any, if you will provide more than half of their support from July 1, 2016, through June 30, 2017, or if the child would be required to provide your 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 you.
- Other people if they now live with you and you 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 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

C. Child Support Paid

In 2015, did you or your spouse, if married, 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

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.

D. Receipt of CalFresh/SNAP Benefits

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

- YES
 NO

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. You will be required to submit all 2015 W-2 forms, regardless of the method you have used to verify your 2015 federal tax return information.

✓ Check **one** box for Student AND **one** for Spouse (if married)

STUDENT

- I used the IRS Data Retrieval Tool (DRT) on my FAFSA and I am attaching my **W-2s**.
- Important Note: if you used the DRT and later changed the information, you must submit a Tax Return Transcript
- I am attaching my **2015 IRS Tax Return Transcript and W-2s**. (We will not accept copies of tax returns).
- I worked in 2015, **but** I did not file a 2015 Tax Return **AND** I am not required to file a Tax Return. If you select this option, you **MUST** list all your employer(s) and income earned below **AND** attach W-2 forms(s).

Employer	Earnings/Income

- I did not file a 2015 Tax Return and did not have earnings in 2015. My source of income was:

Source of Income	Amount

SPOUSE

- I filed Married Filing Jointly with the student and used the IRS Data Retrieval Tool (DRT) on the FAFSA and I am attaching my **W-2s**.
- Important Note: if you used the DRT and later changed the information, you must submit a Tax Return Transcript
- I am attaching my **2015 IRS Tax Return Transcript and W-2s**. (We will not accept copies of tax returns).
- I worked in 2015, **but** I did not file a 2015 Tax Return **AND** I am not required to file a Tax Return. If you select this option, you **MUST** list all your employer(s) and income earned below **AND** attach W-2 forms(s).

Employer	Earnings/Income

- I did not file a 2015 Tax Return and did not have earnings in 2015. My 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 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).

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.

1. Payments to tax-deferred pension and retirement savings

List any payments (direct or withheld from earnings) to tax-deferred pension and retirement savings plans (e.g., 401(k) or 403(b) plans), including, but not limited to, amounts reported on W-2 forms in Boxes 12a through 12d with codes D, E, F, G, H, and S.

Name of Person Who Made The Payment	Total Amount Paid in 2015

2. Child support received

List the actual amount of any child support received in 2015 for the children in your household. Do not include foster care payments, adoption payments, or any amount that was court-ordered but not actually paid.

Name of Adult Who Received the Support	Name of Child For Whom Support Was Received	Amount of Child Support Received in 2015

3. Housing, food, and other living allowances paid to members of the military, clergy, and others

Include cash payments and/or the cash value of benefits received. Do not include the value of on-base military housing or the value of a basic military allowance for housing.

Name of Recipient	Type of Benefit Received	Amount of Benefit Received in 2015

4. Veterans non-education benefits

List the total amount of veterans non-education benefits received in 2015. Include Disability, Death Pension, Dependency and Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances. Do not include federal veteran's educational benefits such as: Montgomery GI Bill, Dependents Education Assistance Program, VEAP Benefits, and Post-9/11 GI Bill.

Name of Recipient	Type of Veterans Non-education Benefit	Amount of Benefit Received in 2015

5. Other untaxed income

List the amount of other untaxed income not reported and not excluded elsewhere on this form. Include untaxed income such as workers' compensation, disability, Black Lung Benefits, untaxed portions of health savings accounts from IRS Form 1040 Line 25, Railroad Retirement Benefits, etc. Do not include any items reported or excluded in 1-4 above. In addition, do not include student aid, Earned Income Credit, Additional Child Tax Credit, Temporary Assistance to Needy Families (TANF), untaxed Social Security benefits, Supplemental Security Income (SSI), Workforce Investment Act (WIA), educational benefits, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion, or credit for federal tax on special fuels.

Name of Recipient	Type of Other Untaxed Income	Amount of Other Untaxed Income Received in 2015

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.

