



Federal 2019-2020 VERIFICATION WORKSHEET

Student Aid Programs

What is Verification?

Your application was selected by the U.S. Department of Education for review in a process called "Verification". The Office of Student Financial Aid must compare information from your FAFSA with information you provide on this worksheet and other documents. If there are differences between your application information and the documents you submit, your application may need to be reprocessed. The Office of Student Financial Aid cannot make any federal financial aid payments available to you or process a student loan request until all verification requirements have been met and the necessary corrections have been made.

What You Should Do?

1. The U.S. Department of Education requires all students selected for verification to submit **a signed copy of their 2017 federal tax return**. If married we also need a copy of your spouse's tax return and if dependent we need a copy of your parents'/step-parent's tax return. If you no longer have a copy of your federal tax return you can order a TAX RETURN TRANSCRIPT from the Internal Revenue Service online at www.irs.gov or by phone at 1-800-908-9946. Note: If you used the IRS Data Retrieval tool to transfer your IRS income data to your FAFSA, you may not have to submit a copy of your tax return.
2. Fill in and sign this worksheet – you and at least one parent (if dependent) must sign the certification on the back of this worksheet.
3. Submit the completed worksheet, 2017 signed federal tax returns, 2017 W-2 forms and any other requested documents to The Office of Student Financial Aid, Building #3. Please note that the 2017 W-2(s) must be submitted regardless of tax filing status or use of the IRS Data Retrieval.
4. **Put your student ID number and name on all documents.**
5. After a financial aid counselor reviews your information, you could be asked to submit additional documentation.

A. STUDENT AND FAMILY INFORMATION

Last name	First name	M.I.	Student ID #
Address (include apt. #)			Date of birth
City	State	ZIP	Phone number (include area code)

INDEPENDENT STUDENTS: Include yourself, your spouse, and your dependent children. Include other people only if they now live with you and you provide more than half their support and will continue to provide more than half their support from July 1, 2019 – June 30, 2020.

DEPENDENT STUDENTS: Include yourself, your parents, and your parents' other children if (a) your parents provide more than half of their support or (b) the children would be required to provide parental information when applying for Federal Student Aid. Include other people only if they now live with your parents and receive, and will continue to receive, more than half their support from them between July 1, 2019 and June 30, 2020.

FULL NAME	DATE OF BIRTH	RELATIONSHIP TO STUDENT	NAME OF 2019-20 COLLEGE**
		SELF	Rhode Island College

**Include the name of the college for any household member, who will be enrolled at least half-time, in an undergraduate degree or certificate program at a postsecondary educational institution any time between July 1, 2019 and June 30, 2020. If more space is needed, attach a separate page. Please note: Parents enrolled in a degree or certificate program will not be included in the number in college for verification per federal regulations.

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B. STUDENT'S (AND SPOUSE'S) INCOME & BENEFITS INFORMATION

Check the appropriate box below and provide the requested information and documents:

- I/we used the IRS Data Retrieval Tool to transfer my/our 2017 income information to the FAFSA.
 I/we did not have any 2017 W-2 wages or 1099 earnings.
- I/we have attached a signed copy of my/our **2017 Federal Tax Return or IRS Tax Return Transcript(s)**. I have put my student ID number and name on all documents.
 I/we did not have any 2017 W-2 wages or 1099 earnings.
- I/we was not required to file a 2017 Federal IRS Tax Return:
- ***Independent Students (and spouse):*** Attach a Verification of Non-Filing Letter, available by going to IRS.gov or by submitting a completed 4506-T form to the IRS at the address listed on form.
 - ***All Students:*** Complete the chart below, **if you did not have earnings in 2017 please enter "N/A":**

Non-Tax Filers with 2017 earnings are federally required to submit a copy of W-2(s) from each employer to Rhode Island College with this form.		
Name of Employer	Amount Earned in 2017	2017 W-2 and 1099 Forms received from employer?
	\$	Yes <input type="checkbox"/> No <input type="checkbox"/>
	\$	Yes <input type="checkbox"/> No <input type="checkbox"/>

Note: If more space is required, attach a separate page. If you lost or never received a W-2, contact your employer to request a copy or request a Wage and Income Statement from the IRS.

C. PARENTS' INCOME & BENEFITS INFORMATION

Check the appropriate box below and provide the requested information and documents:

- I/we used the IRS Data Retrieval Tool to transfer my/our 2017 income information to the FAFSA.
 I/we did not have any W-2 wages or 1099 earnings.
- I/we have attached a signed copy of my/our **2017 Federal Tax Return or IRS Tax Return Transcript(s)**. I have put my child's student ID number and name on all documents.
 I/we did not have any W-2 wages or 1099 earnings.
- I was employed and had income, but am not required to file a 2017 Federal IRS Tax Return:
- **Attach a Verification of Non-Filing Letter for each parent who did not file, available by going to IRS.gov or by submitting a completed 4506-T form to the IRS at the address listed on form.**
 - **Complete the chart below, if you did not have earnings in 2017 please enter "N/A":**

Non-Tax Filers with 2017 earnings are federally required to submit a copy of W-2(s) from each employer to Rhode Island College with this form.		
Name of Employer	Amount Earned in 2017	2017 W-2 and 1099 Forms received from employer?
	\$	Yes <input type="checkbox"/> No <input type="checkbox"/>
	\$	Yes <input type="checkbox"/> No <input type="checkbox"/>

Note: If more space is required, attach a separate page. If you lost or never received a W-2, contact your employer to request a copy or request a Wage and Income Statement from the IRS.

D. CERTIFICATION AND SIGNATURE(S) FOR INDEPENDENT STUDENTS

Each person signing this worksheet certifies that all of the information reported on it is complete and correct.

Student's Signature

Date

Spouse's Signature

Date

E. CERTIFICATION AND SIGNATURE(S) FOR DEPENDENT STUDENTS

Each person signing this worksheet certifies that all of the information reported on it is complete and correct.

Student's Signature

Date

Parent's Signature

Date