

2016-2017 Verification Worksheet Independent Student V-5

The U.S. Department of Education and/or Southwestern College (SWC) selected your application for review in a process called "Verification." In this process, we are required by law to compare information from your FAFSA with the information provided on this form and all requested financial documentation. Corrections may be deemed necessary. ***We cannot process your financial aid until verification has been completed, so please provide the required documents as soon as possible and read all instructions carefully before completing this form to avoid delaying your financial aid awards.***

INSTRUCTIONS:

1. Make sure to check your Missing Documents Checklist on the Self Service Portal.
2. Complete all sections of this worksheet and provide all documentation and signatures. In order to complete your financial aid file, you may be required to provide further documentation in addition to this verification worksheet.

Last Name	First Name	MI	SWC ID Number	Date of Birth
-----------	------------	----	---------------	---------------

A. Family Information

List below the people in your household. Include:

- **Yourself and, if married, your spouse,**
- **Your children**, if you will provide more than half of their support from July 1, 2016 through June 30, 2017, or
- **Other people** who live with you and will receive more than half of their support from you from July 1, 2016 through June 30, 2017.

List the names of all household members below and whether the household member is attending college at least 1/2 time.

Attach a separate sheet if you need additional space.

Full Name	Age	Relationship	Attending College in 2016-2017
		Myself	Southwestern College

B. Instructions for obtaining a 2015 IRS Tax Return Transcript

You may request a 2015 Tax Return Transcript via the following ways. Make sure you request the "IRS Tax **RETURN** Transcript" and **NOT** the "IRS Tax **ACCOUNT** Transcript."

- **Online:** www.irs.gov/Individuals/Get-Transcript
- **Telephone:** (800) 908-9946
- **In Person:** 880 Front St., San Diego, CA 92101. Business Hours: Monday to Friday, 8:30 am to 4:30 pm

C. Student's and Spouse's Income Information - check only ONE box

- ◆ If you/your spouse **FILED** a tax return for 2015:

<input type="checkbox"/>	Check here if you/your spouse used the IRS Data Retrieval Tool (DRT) in FAFSA on the Web to retrieve and successfully transferred your/your spouse's 2015 IRS income information into the FAFSA. If so, a Tax Return Transcript is not required.
<input type="checkbox"/>	Check here if you/your spouse DID NOT use the IRS Data Retrieval Tool (DRT) in FAFSA on the Web. You MUST submit your/your spouse's 2015 Tax Return Transcript .
<input type="checkbox"/>	Check here if you/your spouse filed a tax return in a foreign country. You MUST submit a copy of your/your spouse's tax return and the Foreign Income Conversion Form (found at www.swccd.edu/faforms). Convert all figures to US dollars, using the exchange rate in effect on the day you completed your FAFSA.

- ◆ If you/your spouse **DID NOT FILE** a tax return for 2015:

<input type="checkbox"/>	Check here if you/your spouse had no income, will not file and were not required to file a 2015 income tax return.		
<input type="checkbox"/>	Check here if you/your spouse had earnings from work in 2015, but did not file an IRS Tax Return. If you/your spouse had earnings in the US, you MUST attach a copy of ALL W-2 Forms as supporting documentation and list your/your spouse's income below.		
	Student or Spouse	Employer's Name	Total Amount Earned in 2015
<input type="checkbox"/>	Check here if you/your spouse had earnings from work in 2015 in a foreign country, but did not file a tax return. List all sources of income below. Convert all figures to US dollars, using the exchange rate in effect on the day you completed your FAFSA.		
	Student or Spouse	Employer's Name	Total Amount Earned in 2015

D. Statement of Educational Purpose

I certify that I, _____ (print student's name), am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes to pay the cost of attending Southwestern Community College for 2016-2017.

Student's Signature _____ Date _____

(DO NOT SIGN until in the presence of a Financial Aid Administrator)

E. Government Issued Photo ID (UNEXPIRED) - TO BE COMPLETED BY SWC FINANCIAL AID ADMINISTRATOR

Check ONE box:

<input type="checkbox"/>	Driver's License
<input type="checkbox"/>	Passport
<input type="checkbox"/>	Alien Registration Card
<input type="checkbox"/>	Military Card
<input type="checkbox"/>	CA or State ID

Student ID Number _____

Received by (Print Staff Name) _____

FA Administrator Signature _____

Date _____

F. High School Completion Status

Provide one of the following documents that indicate the student's high school completion status when the student will begin college in 2016-2017:

- ☐ A copy of the student's final, official US or foreign high school diploma or transcript that shows the graduation date.
- ☐ A copy of the student's General Educational Development (GED) certificate, GED transcript or HiSet that shows the completion date.

- I-V5.05/04/16