

V5 – Aggregate Verification Group Worksheet

Last Name

First Name

MI

CCCC ID# or SSN

B. INCOME INFORMATION FOR TAX FILERS ~ Check ONE for Student & for Parent if Dependent

Student / (spouse, if married)

- The student has used or will use the IRS DRT in the *FAFSA* to transfer 2017 IRS Income Tax Return information.
- The student has not used or is unable to use the IRS DRT in the *FAFSA* and will provide the **Tax Return Transcript or signed copy of the 2017 IRS Tax Return.**
- The 2017 IRS Tax Return Transcript is provided* OR *The 2017 IRS Tax Return is provided*
- The student did not file 2017 income taxes and must complete **SECTION C below.**

Parent(s) – If Dependent Student

- The parent(s) have used or will use the IRS DRT in the *FAFSA* to transfer 2017 IRS Income Tax Return information.
- The parent(s) have not used or are unable to use the IRS DRT in the *FAFSA* and will provide the **Tax Return Transcript or signed copy of the 2017 IRS Tax Return.**
- The 2017 IRS Tax Return Transcript is provided* OR *The 2017 IRS Tax Return is provided*
- The parent(s) did not file 2017 income taxes and must complete **SECTION C below.**

C. INCOME VERIFICATION FOR NONTAX FILERS – Complete for all nontax filers in household.

Independent students and parent(s) must provide **Verification of Non-Filing** documentation from the IRS or other relevant Tax Authority dated on or after October 1, 2018 that indicates a 2017 IRS Income Tax Return was not filed with the IRS or other relevant Tax Authority.

- The **Dependent** student/spouse was not employed and had no income earned from work in 2017.
- The **Independent** student/spouse was not employed and had no income earned from work in 2017.
- **Verification of Non-Filing Required**
- Neither parent(s) was employed, and neither had income earned from work in 2017.
- **Verification of Non-Filing Required**
- For all students/parents, if employed in 2017 and did not file a tax return**, list below the names of all employers, the amount earned from each employer in 2017, and whether an IRS W-2 form is provided. List every employer even if the employer did not issue an IRS W-2 form in the space below and **include copies of all W-2's.**

Employer's Name	2017 IRS W-2 or 1099 Provided	Verification of Non-Filing Provided	Student/Spouse (if married) Annual Amount Earned in 2017	Parent(s) – (if dependent) Annual Amount Earned in 2017
Total Amount of Income Earned From Work			\$	\$

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D. IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE ~ TO BE SIGNED AT THE INSTITUTION

The student **must appear in person at Cloud County Community College** to verify his or her identity by presenting an unexpired **valid** government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose as provided below.

Statement of Educational Purpose

I certify that I _____ am the individual signing this Statement of Educational Purpose and that the
(Print Student's Name)
Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Cloud County Community College for 2019-2020.

Student Signature

(Student ID#)

Date

E. HIGH SCHOOL COMPLETION STATUS – Provide one of the following documents that will indicate the student's high school completion status when the student begins college in 2019-2020.

- A copy of the student's high school diploma.
- For students who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or other similar document.
- A copy of the student's final official high school transcript that shows the date when the diploma was awarded.
- A state certificate or transcript received by the student after the student passed a State-authorized examination that the State recognizes as the equivalent of a high school diploma (GED test, HiSET, TASC, or other State-authorized examination).
- An academic transcript that indicates that the student successfully completed at least a two-year program that is acceptable for full credit towards a bachelor's degree.
- For a student who was homeschooled in a State where State law requires the student obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.
- For a student who was homeschooled in a State where State law does not require the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by the student's parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting.

A student who is unable to obtain documentation listed above must contact the Financial Aid Office.

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

F. SIGN THIS WORKSHEET Each person signing this form certifies that all the information reported on it is complete and correct. **If Dependent, the student and at least one parent must sign and date the form.**

Student Signature

Date

Parent Signature (Required for Dependent Student) Date

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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 FAFSA.gov. In most cases, no further documentation is needed to verify 2016 income information that was transferred into the student's FAFSA using the **IRS DRT** if that information was not changed by the FAFSA filer.

If the student/parent(s) are unable or choose not to use the **IRS DRT** in the FAFSA application they must provide the school with the **Tax Return Transcript(s) or signed copy of the IRS Tax Return.**

A **2016 Income Tax Return Transcript** may be obtained through the IRS:

- **Get Transcript by MAIL** – Go to www.irs.gov, click on “Get Your Tax Record” then click “**Get Transcript by MAIL.**” Make sure to request the “IRS Tax Return Transcript” and **NOT** the “IRS Tax Account Transcript.”
- **Get Transcript ONLINE** – Go to www.irs.gov, click on “Get My Tax Record” then click “**Get Transcript ONLINE.**” Make sure to request the “IRS Tax Return Transcript” and **NOT** the “IRS Tax Account Transcript.”
- **Automated Telephone Request** ~ 1-800-829-0582
- **Paper Request Form** ~ Go to www.irs.gov and print **IRS Form 4506T-EZ or IRS Form 4506-T**

In most cases, for electronic tax return filers, 2017 IRS Income Tax Return information is available for the IRS Tax Return Transcript within 2-3 weeks after the 2017 electronic Income Tax Return has been accepted by the IRS.

Generally, for filers of 2017 paper IRS Income Tax Returns, the 2017 IRS Income Tax Return information is available for the IRS Tax Return Transcript within 6-8 weeks after the 2017 paper IRS Income Tax Return has been received by the IRS.

Contact the Financial Aid Office if more information is needed about obtaining an IRS Tax Return Transcript.

If the student and spouse filed separate 2017 IRS Income Tax Returns, the IRS DRT cannot be used and the **2017 IRS Tax Return Transcript(s) or signed copy of the IRS Tax Return, must be provided for each.**

A **Verification of Non-Filing** may be obtained through the IRS:

Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2018 that indicates a 2017 IRS Income Tax Return was not filed with the IRS or other tax authority.

A verification of non-filing can be obtained from the IRS using form 4506-T and checking box 7.

- **Verification of Non-filing** ~ Go to www.irs.gov and print **IRS Form 4506-T** – submit to IRS

If multiple attempts to obtain the Verification of Non-filing from the IRS have been unsuccessful, the student/parent(s) may complete the Verification of Non-filing form. Please access www.cloud.edu to obtain this form.

If a student/spouse/parent did not file but is **required to file a 2017 Income Tax Return, additional information may be required to be submitted to the Financial Aid Office.

If unable to order a tax return transcript with any of the above method(s) please contact the IRS at 800-829-1040 to speak directly with an IRS representative.