THE UNIVERSITY of TENNESSEE HEALTH SCIENCE CENTER

2017-2018 Dependent Verification 1 Form

INSTRUCTIONS: The **U.S. Department of Education** has selected your **2017-2018 FAFSA Application** for a review process called **"Verification."** We cannot award **Federal Student Aid until** the **verification process** is complete. If there are differences between your FAFSA and this information, we will update your **FAFSA**, recalculate your aid eligibility, and process a revised financial aid package if necessary. Please complete ALL sections of this worksheet, attach requested documentation, and sign and return to the Student One Stop Shop. The **Verification Process is not complete until we have received all requested documents. Please return all documents within 30 days of receiving initial notice from our office. Please note all documents must be submitted no later than 14 days prior to the last day of your classes to be eligible to receive aid for that term.**

STUDENT INFORMATION

Student Name: _____ UTHSC ID 885_____

College/Program: _____

NUMBER IN HOUSEHOLD AND COLLEGE

Number of Household Members: List below the people in the parents' household. Include:

- Yourself
- The parents (including a stepparent) even if the student doesn't live with the parents.
- The parents' other children if the parents will provide more than half of the children's support from July 1, 2017 through June 30, 2018, or if the other children would be required to provide parental information if they were completing a FAFSA for 2017–2018. Include children who meet either of these standards, even if a child does not live with the parents.
- Other people if they now live with the parents and the parents provide more than half of the other person's support, and will continue to provide more than half of that person's support through June 30, 2018.

Number in College: Include in the space below information about any household member (excluding parents) who is**,** or will be enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2017 and June 30, 2018, and include the name of the college.

If more space is needed, provide a separate page with your name and ID number at the top. Please note we may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.

Full Name	Age	Relationship to Student	College	Will be Enrolled at Least Half Time (Yes or No)
		SELF	**UTHSC**	

STUDENT TAX FILER INFORMATION

Did you file a Federal Tax Return for 2015? _____Yes _____No

If you answered YES, place a check by the ONE choice that applies as to how you will verify your income:

Student UTHSC ID 885_____

_____ I **have used** the IRS Data Retrieval Tool at www.fafsa.gov to transfer my 2015 IRS Income Information into my FAFSA. Please note the IRS Data Retrieval is the recommended way for you to verify your income information.

_____ I **have not yet used** the IRS Data Retrieval Tool at www.fafsa.gov **but I will use the tool** to transfer my 2015 IRS Income information into my FAFSA. To use the IRS Data Retrieval Tool, go to www.fafsa.gov. Select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. Please note the IRS Data Retrieval is the recommended way for you to verify your income information

_____ I am unable or choose not to use the IRS Data Retrieval Tool at www.fafsa.gov and therefore I will submit my 2015 IRS tax return transcript(s).

A 2015 IRS Tax Return Transcript may be obtained through:
Get Transcript by MAIL – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." 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, under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and ***NOT*** the "IRS Tax Account Transcript."
Automated Telephone Request – 1-800-908-9946
Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T

PARENT(S) TAX FILER INFORMATION

Did your parent(s) file a Federal Tax Return for 2015? _____Yes _____No

If you answered YES, place a check by the ONE choice that applies as to how you will verify your income:

_____ My parent(s) **have used** the IRS Data Retrieval Tool at www.fafsa.gov to transfer my 2015 IRS Income Information into my FAFSA. Please note the IRS Data Retrieval is the recommended way for you to verify your income information.

_____ My parent(s) **have not yet used** the IRS Data Retrieval Tool **but will use the tool** to transfer their 2015 IRS Income information into my FAFSA. To use the IRS Data Retrieval Tool, go to www.fafsa.gov. Select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. Please note the IRS Data Retrieval is the recommended way for you to verify your income information

_____ My parent(s) are unable or choose not to use the IRS Data Retrieval Tool at www.fafsa.gov and therefore they will submit their 2015 IRS tax return transcript(s).

A 2015 IRS Tax Return Transcript may be obtained through:
Get Transcript by MAIL – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." 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, under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and ***NOT*** the "IRS Tax Account Transcript."
Automated Telephone Request – 1-800-908-9946
Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T

STUDENT NON-TAX FILER INFORMATION

If you answered "Yes" to the **STUDENT TAX FILER INFORMATION** question above, you may skip this section.
If you answered "No" to **STUDENT TAX FILER INFORMATION** question above, you must complete this section.

_____ **I was not employed** and had no income earned from work in 2015. The student **must also provide a Verification of Non-Filing Letter from the IRS** dated on or after October 1, 2016 that indicates a 2015 IRS income tax return was not filed with the IRS. A confirmation of non-filing can be obtained from the IRS using form 4506-T and checking box 7 at https://www.irs.gov/pub/irs-pdf/f4506t.pdf.

_____ **I was employed in 2015, DID NOT file a 2015 Tax**, and have listed below the names of all employers, the amount earned from each employer in 2015, and whether an IRS W-2 form is provided. [Provide copies of all 2015 IRS W-2 forms issued to the student by their employers]. List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, provide a separate page with the student's name and ID number at the top. The student **must also provide a Verification of Non-Filing Letter from the IRS** dated on or after October 1, 2016 that indicates a 2015 IRS income tax return was not filed with the IRS. A confirmation of non-filing can be obtained from the IRS using form 4506-T and checking box 7 at https://www.irs.gov/pub/irs-pdf/f4506t.pdf.

Student UTHSC ID 885_____

Employer's Name	IRS W-2 Provided?	Annual Amount Earned in 2015
(Example) ABC's Auto Body Shop	*Yes*	*$4,500.00*

PARENT NON-TAX FILER INFORMATION

If you answered "Yes" to the **PARENT(S) TAX FILER INFORMATION** question above, you may skip this section.
If you answered "No" to **PARENT(S) TAX FILER INFORMATION** question above, you must complete this section.

_____ **My parent(s) were not employed** and had no income earned from work in 2015. The parent(s) **MUST provide a Verification of Non-Filing Letter from the IRS at www.irs.gov** dated on or after October 1, 2016 that indicates a 2015 IRS income tax return was not filed with the IRS. A confirmation of non-filing can be obtained from the IRS using form 4506-T and checking box 7 at https://www.irs.gov/pub/irs-pdf/f4506t.pdf.

_____ **My parent(s) were employed in 2015, DID NOT file a 2015 tax return**, and have listed below the names of all employers, the amount earned from each employer in 2015, and whether an IRS W-2 form is provided. [Provide copies of all 2015 IRS W-2 forms issued to the parent(s) by their employers]. List every employer even if the employer did not issue an IRS W-2 form. The parent(s) **MUST provide a Verification of Non-Filing Letter from the IRS** dated on or after October 1, 2016 that indicates a 2015 IRS income tax return was not filed with the IRS. A confirmation of non-filing letter can be obtained from the IRS using form 4506-T and checking box 7 at https://www.irs.gov/pub/irs-pdf/f4506t.pdf. If more space is needed, provide a separate page with your name and ID number at the top.

Employer's Name	IRS W-2 Provided?	Annual Amount Earned in 2015
(Example) ABC's Auto Body Shop	*Yes*	*$4,500.00*

CERTIFICATION

I hereby certify that all statements and information provided on the worksheet are true, complete, and correct to the best of my knowledge. If asked by an authorized official, I agree to give proof of the information that I have given on this worksheet. I understand it is a federal crime if I purposefully give false or misleading information on this worksheet, which may be subject to a fine, imprisonment, or both.

Student Signature: _____ **Date**: _____

Parent Signature: _____ **Date**: _____