DEPENDENT
2014-2015 Verification Worksheet Federal Student Aid
Please answer all questions

STEP 1 - STUDENT INFORMATION:

Last Name   _First Name_   _Student ID Number_

Permanent Street Address   _Apt. Number_   _City/State/Zip_   _Date of Birth_

Local Phone Number (Include Area Code)   _Permanent Phone Number (Include Area Code)_   _Email Address_

STEP 2 - FAMILY INFORMATION

List people in **your household**. Include:

- Yourself and your parent(s)/step-parent(s)
- Your parent(s) other dependent children, if any, if your parent(s) will provide more than half of their support from July 1, 2014, through June 30, 2015, or if the child would be required to provide your parent(s) information if they were completing a FAFSA for 2014 – 2015. 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 your parent(s) provide more than half of their support and will continue to provide more than half of their support though June 30, 2015.

Include the name of the college for any household member, who will be enrolled, <u>at least half time</u> in a degree, diploma, or certificate program at a postsecondary education institution between July 1, 2014, and June 30, 2015. *If more space is needed, attach a separate page.*

Full Name	Age	Relationship	Name of College/Degree Program (If at least half-time 2014-2015)
		Self	*SUNY Delhi*

STEP 3 – CHILD SUPPORT <u>PAID</u> – CALENDAR YEAR 2013

Did your parent(s) pay child support because of divorce or separation during the calendar year 2013? (Do not include support for children included in household size in STEP 2)

_____**YES**…Complete the table below and continue to STEP 4

_____**NO**…Continue to STEP 4

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2013

STEP 4 – FOOD STAMP BENEFITS IN CALENDAR YEAR 2013 - <u>Check the correct answer</u>

Did any of the persons listed in STEP 2 of this worksheet received Food Stamps or participated in the Supplemental Nutrition Assistance Program (SNAP) benefits in 2012 or 2013.

___ YES If requested, I will provide documentation of the receipt of SNAP benefits during 2012 and/or 2013.

___ NO

STEP 5 – STUDENT INCOME INFORMATION – CALENDAR YEAR 2013 <u>Check the correct answer and provide all requested documents</u>

___ I was not employed and had no taxable income in 2013. You may be asked to submit additional documentation.

___ I worked but I did not and was not required to file (earned less than $6,100.00) in 2013. You must **<u>attach copies of all W-2 forms</u>**

___ I filed a 2013 Federal Income Tax Return.
        ALL tax filers MUST do ONE of the following:

Use the IRS Data Retrieval Tool that is part of FAFSA on the Web. (This is the best way to verify income)
        If the parent/student has not already used the tool, go to FAFSA.gov, log in to the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax returns filers, and up to eight weeks for paper IRS tax return filers.
                                        OR

Request a Tax Return Transcript go to IRS.gov and click on the "Get Transcript of Your Tax Records" link. To retrieve your transcript immediately, click on "Get Transcript Online". Make sure to request the "<u>IRS tax return transcript</u>" and **not** the "IRS tax account transcript.*"* To request your transcript by mail, call the ***IRS at 800-908-9946***

NOTE: You may be asked to submit additional documentation.

STEP 6 – PARENT INCOME INFORMATION – CALENDAR YEAR 2013 <u>Check the correct answer and provide all requested documents</u>

___ Neither parent listed in STEP 2 were employed and had no taxable income in 2013 . Please submit a statement, signed by you and your student, explaining how you paid for household expenses in 2013.

___ One or both parents worked but they did not and were not required to file in 2013. You must attach **copies of all W-2 forms**

___ One or both parents filed a 2013 Federal Income Tax Return.
      ALL tax filers MUST do ONE of the following:

Use the IRS Data Retrieval Tool that is part of FAFSA on the Web. (This is the best way to verify income)
        If the parent/student has not already used the tool, go to FAFSA.gov, log in to the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax returns filers, and up to eight weeks for paper IRS tax return filers.
                                        OR

Request a Tax Return Transcript go to IRS.gov and click on the "Get Transcript of Your Tax Records" link. To retrieve your transcript immediately, click on "Get Transcript Online". Make sure to request the "<u>IRS tax return transcript</u>" and **not** the "IRS tax account transcript.*"* To request your transcript by mail, call the ***IRS at 800-908-9946***

NOTE: You may be asked to submit additional documentation.

STEP 7 – Certification and Signatures

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

        By signing this worksheet, we certify that all the information reported on this form is complete and correct.

_____
Student's Signature   Date

_____
Parent's Signature   Date

_____
Parent's Date of Birth   Parent's Social Security Number

RETURN TO: SUNY Delhi
                        Student Financial Services
                        454 Delhi Drive
                        Delhi NY, 13753-4454
FAX TO: **(607) 746 – 4208**
 EMAIL: **<u>financialaid@delhi.edu</u>**

TAX RETURN FILERS – *Important Note: We cannot accept a signed copy of the tax return or the IRS tax <u>account</u> transcript to verify your income.*