

Verification Worksheet Independent Student 2017-2018 Academic Year

Your 2017–2018 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information MassBay will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid office. If you have questions about verification, contact the Financial Aid office at (781) 239-2600 as soon as possible so that your financial aid will not be delayed. **We cannot continue to process your financial aid until verification has been completed, so please provide the required documents as soon as possible.** Mail or fax the completed worksheet to our office.

A. STUDENT INFORMATION

Name

MassBay ID#

Street Address, City, State, Zip Code

Date of Birth

Phone Number

Email Address

B. INDEPENDENT STUDENT'S FAMILY INFORMATION

List below the people in the student's household.

Include:

- The student.
- The student's spouse, if the student is married.
- The student's or spouse's children if the student or spouse will provide more than half of their support from July 1, 2017 through June 30, 2018, even if the children do not live with the student.
- Other people if they now live with the student, and the student or spouse provides more than half of their support and will continue to provide more than half of their support from July 1, 2017 through June 30, 2018.

Include in the space below information about any household member 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, include the name of the college.

If you need additional space, please attach a separate page with the student's name and ID number at the top.

Full Name	Age	Relationship to Student	College Name	Will be Enrolled at Least Half Time (Yes or No)
		<i>Self</i>	<i>MassBay Community College</i>	

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.


Student's Name: _____

MassBay ID#: _____

C. FEDERAL TAX RETURN STATUS

C1. <u>Student's</u> Tax Return Status (Check one of the boxes below)	C2. <u>Spouse's</u> Tax Return Status (Check one of the boxes below)																
<input type="checkbox"/> I HAVE USED the IRS Data Retrieval Tool* in <i>FAFSA on the Web</i> to transfer 2015 IRS income tax return information into the FAFSA. *This tool has been disabled by FAFSA effective March 2017.	<input type="checkbox"/> I HAVE USED the IRS Data Retrieval Tool* in <i>FAFSA on the Web</i> to transfer 2015 IRS income tax return information into the FAFSA. *This tool has been disabled by FAFSA effective March 2017.																
<input type="checkbox"/> I HAVE FILED a 2015 Federal tax return and elected not to use the IRS Data Retrieval Tool in <i>FAFSA on the Web</i> . I am providing the school with a 2015 IRS Tax Return Transcript or a signed 2015 Federal Tax Return. (Form 1040, 1040A or 1040EZ)	<input type="checkbox"/> I HAVE FILED a 2015 Federal tax return and elected not to use the IRS Data Retrieval Tool in <i>FAFSA on the Web</i> . I am providing the school with a 2015 IRS Tax Return Transcript or a signed 2015 Federal Tax Return. (Form 1040, 1040A or 1040EZ)																
<input type="checkbox"/> I AM NOT FILING a 2015 Federal tax return because: <ul style="list-style-type: none"> <input type="checkbox"/> I was not employed and had no income earned from work in 2015 <input type="checkbox"/> I worked in 2015, but I am not required to file a tax return. I am required to list all employers and provide copies of all 2015 IRS W-2 forms. <p>List every employer(s) below.</p> <table border="0"> <thead> <tr> <th><u>Employer or Other Source (SSI, etc.)</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>\$ _____</td> </tr> <tr> <td>_____</td> <td>\$ _____</td> </tr> <tr> <td>_____</td> <td>\$ _____</td> </tr> </tbody> </table>	<u>Employer or Other Source (SSI, etc.)</u>	<u>Amount</u>	_____	\$ _____	_____	\$ _____	_____	\$ _____	<input type="checkbox"/> I AM NOT FILING a 2015 Federal tax return because: <ul style="list-style-type: none"> <input type="checkbox"/> I was not employed and had no income earned from work in 2015 <input type="checkbox"/> I worked in 2015, but I am not required to file a tax return. I am required to list all employers and provide copies of all 2015 IRS W-2 forms. <p>List every employer(s) below.</p> <table border="0"> <thead> <tr> <th><u>Employer or Other Source (SSI, etc.)</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>\$ _____</td> </tr> <tr> <td>_____</td> <td>\$ _____</td> </tr> <tr> <td>_____</td> <td>\$ _____</td> </tr> </tbody> </table>	<u>Employer or Other Source (SSI, etc.)</u>	<u>Amount</u>	_____	\$ _____	_____	\$ _____	_____	\$ _____
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 **2015 IRS Tax Transcript or a signed copy of the 2015 Federal Tax Return** must be submitted if you and/or your spouse filed a 2015 Federal tax return and did not elect or was unable to utilize the IRS Data Retrieval Tool in *FAFSA on the Web*.

 To obtain a 2015 IRS Tax Return Transcript, go to www.irs.gov, under the Tools heading on the IRS homepage, click "Get Transcript Online" or "Get a Tax Transcript by Mail." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript." You may request by telephone by calling 1-800-908-9946 or complete a paper request (IRS Form 4506T-EZ or IRS Form 4506-T). In most cases, a 2015 IRS Tax Return Transcript may be returned from the IRS within 2-3 weeks for electronic filers and within 8-11 weeks for paper filers after the 2015 IRS Income Tax Return has been accepted by the IRS.

D. CERTIFICATION AND SIGNATURES

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student must sign and date below.

Student's Signature

Date

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

Return this completed form to the Financial Aid Office for processing.
It is recommended that you make a copy of this worksheet for your records.