



Bevill State Community College

2016-2017 Verification Worksheet
Apply for Federal Student Aid at <http://www.fafsa.gov/>

V-5

1. Your 2016-2017 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law states 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, we will compare your FAFSA with the information on this verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent, if dependent, whose information was reported on the FAFSA, must complete and sign this verification document, attach any required documents, and submit the form and other required documents to the Office of Student Services. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.
2. The instructions below apply to the student and spouse, if the student is married, or student and parents included in the parent'(s) household, if the student is a dependent.
3. **Unless you used the IRS Data Retrieval Tool on FAFSA on the Web, you must request a copy of your 2015 IRS Tax Return Transcript from the IRS.** This may be obtained through:
 - **Online Request** – Go to www.irs.gov, under the Tools heading on the IRS homepage, click “Get a Tax Transcript by Mail.” Click “Get Transcript by MAIL.” Make sure to request the “IRS Tax Return Transcript” and **NOT** the “IRS Tax Account Transcript.”
 - **Telephone Request** – 1-800-908-9946
 - **Paper Request** – IRS Form 4506T-EZ or IRS Form 4506-T
4. If you did not file taxes, please provide a copy of all 2015 IRS W-2 Forms for each source of employment income received for the tax year.

A. Student Information

Last Name First Name Middle

Social Security Number

Street Address (include apt. no.)

Date of Birth

City State Zip Code

Email Address

Home Phone Number (include area code)

Alternate or Cell Phone Number

B. Family Information:

How to determine who should be listed in the household:

Dependent Student

The people in the parents' household, includes:

- The student.
- 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, 2016, through June 30, 2017, or if the other children would be required to provide parental information if they were completing a FAFSA for 2016-2017 . Include children who meet either of these standards, even if the 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, 2017.

Independent Student

The people in the student's household, includes:

- 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 the children's support from July 1, 2016, through June 30, 2017, 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 the other person's support and will continue to provide more than half of that person's support through June 30, 2017.

Number in College: Include 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, 2016, and June 30, 2017, include the name of the college. **DO NOT** include college information for parents.

Write the names of all household members in the spaces below.

Full Name	Age	Relationship	College Attending	Enrolled at Least Half Time (Yes or No)
		SELF	BEVILL STATE COMMUNITY COLLEGE	

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.

C. Student's Tax Forms and Income Information (all Applicants)

The instructions below apply to the student and spouse, if the student is married. Notify the financial aid office if the student or spouse filed separate IRS income tax returns for 2015 or had a change in marital status after December 31, 2015.

Check the box that applies.

- The student and spouse (if married) filed or will file a 2015 U.S. Income Tax Return.
The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at FAFSA.gov. Unless you used the IRS DRT on FAFSA, you must **request a copy of your 2015 IRS Tax Return Transcript from the IRS website (www.irs.gov) or by telephone (800-908-9946) if you filed taxes. The tax transcript request takes approximately 5-10 days for processing.**

- The student and spouse (if married) were not employed and had no income earned from work in 2015.

- The student and/or spouse (if married) were employed in 2015, but are not required to file a 2015 U.S. Income Tax Return.

List 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 and spouse 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 student's name & ID#.

Student's Employer's Name	2015 Amount Earned	IRS W-2 Provided? <i>If no, please explain</i>
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes</i>
Total Amount Earned in 2015		\$

Note: We may require you to provide documentation from the IRS that indicates a 2015 IRS income tax return was not filed with the IRS.

D. Parent's Tax Forms and Income Information (if student is Dependent)

The instructions below apply to each parent included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2015 or had a changed in marital status after December 31, 2015.

Check the box that applies.

- The parent(s) filed or will file a 2015 U.S. Income Tax Return.
The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at FAFSA.gov. Unless you used the IRS DRT on FAFSA, you must **request a copy of your 2015 IRS Tax Return Transcript from the IRS website (www.irs.gov) or by telephone (800-908-9946) if you filed taxes. The tax transcript request takes approximately 5-10 days for processing.**

- Neither parent was employed and had no income earned from work in 2015.

- One or both parents were employed in 2015, but are not required to file a 2015 U.S. Income Tax Return.
List 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 parents by their employers). List every employer even if the employer did not issue an IRS W-2 form.

Parent's Employer's Name	2015 Amount Earned	IRS W-2 Provided? <i>If no, please explain</i>
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes</i>
Total Amount Earned in 2015		\$

Note: We may require you to provide documentation from the IRS that indicates a 2015 IRS income tax return was not filed with the IRS.

E. Other Untaxed Income for 2015

If any item does not apply, enter "N/A" for Not Applicable where a response is requested, or enter "0" in an area where an amount is requested.

If the student was required to provide parental information on the FAFSA, answer each question below as it applies to the student and the student's parent(s) whose information is on the FAFSA. If the student was not required to provide parental information on the FAFSA, answer each question below as it applies to the student (and the spouse, if married).

1. Receipt of SNAP Benefits

The student certifies that _____, a member of the student/parents' household, received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2014 or 2015. SNAP may be known by another name in some states. For assistance in determining the name used in a state, please call 1-800-4FED-AID (1-800-433-3243).

Note: If we have reason to believe that the information regarding the receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefits in 2014 or 2015.

2. Child Support Received

List actual amount of any child support received in 2015 for the children in your household. **Do not include** foster care payments, adoption payments or any amount that was court-ordered but not actually paid.

Name of Adult Who Received the Support	Name of Child For Whom Support Was Received	Annual Amount of Child Support Received in 2015
Total Amount Received		\$

3. Money received or paid on the student's behalf

List any money received or paid on the student's behalf (e.g., payment of student's bills) and not reported elsewhere on this form. Enter the total amount of cash support the student received in 2015. Include support from a parent whose information was not reported on the student's 2016-2017 FAFSA, but **do not include** support from a parent whose information was reported. For example, if someone is paying rent, utility bills, etc., for the student or gives cash, gift cards, etc., include the amount of that person's contributions **unless the person is the student's parent whose information is reported on the student's 2016-2017 FAFSA**. Amounts paid on the student's behalf also include any distributions to the student from a 529 plan owned by someone other than the student or the student's parents, such as grandparents, aunts, and uncles of the student.

Purpose: e.g., Cash, Rent, Books	Source	Amount Received in 2015
Total Amount Received		\$

Additional Information:

So that we can fully understand the student's family's financial situation, please provide information about any other resources, benefits, and other amounts received by the student and any members of the student's household. This may include items that were not required to be reported on the FAFSA or other forms submitted to the financial aid office, and includes such things as federal veterans' education benefits, military housing, SNAP, TANF, in-kind support, etc.

Name of Recipient	Type of Other Financial Support	Annual Amount of Financial Support Received in 2015
Total Amount of Financial Support Received		\$

Comments regarding family's financial situation:

F. Child Support Paid for 2015

(Independent) The student or spouse, who is a member of the student's household, paid child support in 2015.

(Dependent) One of the parents included in the household and/or the student paid child support in 2015.

List below the names of the persons who paid child support, the names of the persons to whom the child support was paid, the names of the children for whom the child support was paid, and the total annual amount of child support that was paid in 2015 for each child.

Don't include support for children in the household.

Name of Person Who Paid Child Support	Name of Person to Whom Child Support Was Paid	Name of Child for Whom Support Was Paid	Annual Amount of Child Support Paid in 2015
Total Amount of Child Support Paid			\$

Note: If we have reason to believe that the information regarding child support paid is not accurate, we may require additional documentation, such as: 1. A signed statement from the individual receiving the child support certifying the amount of child support received; or 2. Copies of the child support payment checks, money order receipts, or similar records of electronic payments having been made.

G. 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 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 a 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 the student successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.
- For a student who was homeschooled in a state where state law requires the student to obtain a secondary school completion credential for homeschooling (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 homeschooling (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.

H. Identity and Statement of Educational Purpose (To Be Signed at Bevill State)

The student must appear in person at Bevill State 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 provided below.

Statement of Educational Purpose

I certify that I _____ am the individual signing this *Statement of*
Print Student's Name

Educational Purpose and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Bevill State Community College for 2016-2017.

Student's Signature

Date

Student's ID Number

BSCC Official

I. Certifications and Signatures

Each person signing below certifies that all the information reported is complete and correct. If student is Dependent, the student and one parent whose information was reported on the FAFSA **MUST** sign and date.

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

Print Student's Name

Student's ID#

Student's Signature

Date

Parent's Signature

Date

MAIL COMPLETED FORMS TO:
BEVILL STATE COMMUNITY COLLEGE
C/O FASCPC
1411 INDIANA AVENUE
JASPER, AL 35501 FAX: 205-221-1841

Do not mail this worksheet to the Department of Education.

It is the official policy of the Alabama Department of Postsecondary Education, including postsecondary institutions under the control of the State Board of Education, that no person shall, on the grounds of race, color, handicap, gender, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. Bevill State Community College will make reasonable accommodations for qualified disabled applicants or employees.

**Identity and Statement of Educational Purpose
(To Be Signed With Notary)**

If the student is unable to appear in person at Bevill State Community College to verify his or her identity, the student must provide to the institution:

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to a driver's license, other state-issued ID, or passport; and
- (b) The original notarized Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

Statement of Educational Purpose

I certify that I _____ 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 and to pay the cost of attending Bevill State Community College for 2016-2017.

Student's Signature

Date

Student's ID Number

Notary's Certificate of Acknowledgement

State of _____ City/County of _____

On _____, before me, _____, personally appeared,
Date *Notary's Name*

_____, and proved to me on basis of satisfactory evidence of identification
Printed Name of Signer

_____ to be the above-named person who signed the foregoing instrument.
Type of government-issued photo ID provided

WITNESS my hand and official seal
(Seal)

Notary Signature

My commission expires on _____
Date