



Office of Financial Aid
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2013-2014 VERIFICATION WORKSHEET Dependent Students

To be completed by dependent students who have been selected for verification by either the U.S. Department of Education or the Whittier College Financial Aid Office. This document and the required attachments will be used to verify information reported on the FAFSA. Corrections will be made to your FAFSA based on the information provided.

Student Name: _____ Date of Birth: _____

Whittier College ID: _____ Social Security Number: _____

Phone Number: _____ E-Mail: _____

*Your 2013-2014 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law requires that before awarding Federal Student Aid, we must ask you to confirm the information you and your parent(s) reported on your FAFSA. You and at least one parent must complete and sign this worksheet, attach any required documents and submit the form and other required documents to the Whittier College Financial Aid Office. Delays in submitting the required documentation will delay your offer of financial aid and/or the disbursement of funds. **An extension from the federal government for the filing of tax returns does not imply an extension of established college deadlines nor does it prevent the accrual of late fees on any unpaid student account balances or other consequences as a result of missing documentation.** The Financial Aid Office reserves the right to request additional information not otherwise specified on this form.*

Section A – Family Information

List the people in your parent(s) household including:

- Yourself
- Your parent(s) (including a stepparent)
- Your parent(s) other children even if they don't live with your parent(s) ONLY if (a) your parents will provide more than half of their financial support from July 1, 2012 through June 30, 2013 or (b) the children would be required to provide parental information when applying for Federal Student Aid
- Other people if they now live with your parent(s) AND your parents provide more than half of their support AND will continue to provide more than half of their support from July 1, 2013 through June 30, 2014

If the individuals listed below will be attending college at least half time and enrolled in a degree, diploma or certificate program between July 1, 2013 and June 30, 2014, please indicate the name of the college they will be attending.

Full Name	Age	Relationship	College	Enrolled at Least Half Time?
Student:		Self	Whittier College	Yes

Attach a separate sheet of paper if additional space is needed.

"Parent" refers to your custodial parent and that parent's spouse. The custodial parent is the parent you lived with most during the past 12 months. Do not include non-custodial parent information unless instructed by the Financial Aid Office.

**PLEASE READ ALL INSTRUCTIONS CAREFULLY – SUBMITTING PARTIAL OR
INCORRECT INFORMATION WILL DELAY YOUR FINANCIAL AID PACKAGE.**

Section B – Student's Tax Return Transcripts and Income Information

1 Check only ONE of the following statements:

- ☐ I have already or will use the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer my 2012 IRS income information into my FAFSA. *The Verification Process will be considered incomplete until the IRS information has been transferred into the FAFSA.*
- ☐ I am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web and will submit a 2012 IRS tax return transcript. **Photocopies of the income tax return or other documents from a tax preparer are not acceptable.** *The Verification Process will be considered incomplete until the IRS information has been transferred into the FAFSA.*
- ☐ I will not file and am not required by law to file a 2012 U.S. Income Tax Return.

2 ☐ I did not receive any other forms of income in 2012. ☐ I received the following forms of other income in 2012:

Worker's Compensation: \$ _____ Untaxed Pensions: \$ _____
Other: _____ : \$ _____ Other: _____ : \$ _____

Complete this chart ONLY if you will not and are not required by law to file a 2012 U.S. Tax Return.

Employer's Name	2012 Amount Earned	IRS W-2 Attached?
Suzy's Auto Shop (example)	\$2,000 (example)	Yes (example)

Section C – Parent(s) Tax Return Transcripts and Income Information

If two parents, or a parent and a stepparent are listed in section A of this worksheet, both parents' information is required below.

1 Check only ONE of the following statements:

- ☐ My parent(s) have already or will use the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer their 2012 IRS income information into my FAFSA. *The Verification Process will be considered incomplete until the IRS information has been transferred into the FAFSA.*
- ☐ My parent(s) are unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web and will submit a 2012 IRS tax return transcript. **Photocopies of the income tax return or other documents from a tax preparer are not acceptable.** *The Verification Process will be considered incomplete until the IRS information has been transferred into the FAFSA.*
- ☐ My parent(s) will not file and are not required by law to file a 2012 U.S. Income Tax Return.

2 ☐ My parent(s) did not receive any other forms of income in 2012. ☐ My parent(s) received the following forms of other income in 2012:

Worker's Compensation: \$ _____ Untaxed Pensions: \$ _____
Other: _____ : \$ _____ Other: _____ : \$ _____

Complete this chart ONLY if your parent(s) will not and is not required by law to file a 2012 U.S. Tax Return.

Employer's Name	2012 Amount Earned	IRS W-2 Attached?
Suzy's Auto Shop (example)	\$2,000 (example)	Yes (example)

A Note About Tax Transcripts

To obtain an IRS tax return transcript, go to www.irs.gov and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure to request the **"IRS tax return transcript"** and not the "IRS tax account transcript." You will need your Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when your 2012 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If the student is married and filed separate 2012 tax returns, both the student's and their spouse's tax return transcripts must be submitted. If the student's parents filed separate tax returns, both tax return transcripts must be submitted.

Section E - Certification and Signatures

I (we) certify that the information provided to the Whittier College Office of Financial Aid in this document and the accompanying documentation is accurate and truthful as of the date this document has been signed. I (We) understand that providing misleading or false information may result in a revocation of all forms of financial aid and may result in penalties from the federal government including a fine, jail sentence or both.

Student Signature _____

Date _____

Parent Signature _____

Parent Name _____

Date _____