



**C O K E R**  
C O L L E G E

### V1 DEPENDENT VERIFICATION DOCUMENT

Your 2018–2019 Free Application for Federal Student Aid (FAFSA) was selected for verification. Federal regulations require Coker College to request and verify information before awarding federal aid. The information submitted will be compared to your FAFSA information. If corrections are needed based upon the information submitted, the Office of Student Financial Planning will submit electronic corrections and the FAFSA processors will email you an updated student aid report. Contact your student financial planning counselor if you have questions. Complete and submit this verification form along with signed copies of financial documents to the Office of Student Financial Planning. Your financial aid will not be processed until all requested information has been received.

#### A. Student's Information

_____ Last name	_____ First Name	_____ M.I.	_____ Student ID Number
_____ Street Address (include apt. no.)			_____ Date of Birth
_____ City	_____ State	_____ Zip Code	_____ Home Phone Number with Area Code
_____ Email Address			_____ Cell Phone Number with Area Code

#### B. Student's Family Information

List below the people in the parent's household. Include:

- Yourself (the student), your parent(s) (including step-parent) even if you don't live with your parent(s)
- Your parent(s) other children if your parent(s) will provide more than half of their support from July 1, 2018 through June 30, 2019, or if the other children would be required to provide parental information if they were completing a FAFSA
- Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2019.

Include the name of the college for any household member who will be enrolled at least half time, in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2018 and June 30, 2019. *If more space is needed, attach a separate page with your name and Social Security Number or Student ID # at the top.*

Full Name	Age	Relationship	College	Enrolled at least half-time?
		<i>Student</i>	<i>Coker College</i>	

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Student Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

**C. Dependent Student's Income Information to be Verified**

**1. TAX RETURN FILERS**

**Instructions:** Complete this section if you, the student, filed or will file a 2016 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If you have not already used the tool, go to [fafsa.ed.gov](http://fafsa.ed.gov), log in to your FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if you are eligible to use the IRS Data Retrieval Tool to transfer 2016 IRS income tax information into your FAFSA. A 2016 IRS Tax Return Transcript may be obtained through:*

- Get Transcript by MAIL – Go to [www.irs.gov](http://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](http://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. Transcript is generally received within 10 business days from the IRS's receipt of the paper request form.

**Check the box that applies:**

- ☐ I, the student, have used the IRS Data Retrieval Tool in FAFSA on the Web to transfer my 2016 IRS income information into my FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *The school will use the IRS information that was transferred in the verification process and may request additional IRS documents.*
- ☐ I, the student, have not yet used the IRS Data Retrieval Tool, but I will provide my 2016 IRS Tax Transcript to the Office of Student Financial Planning. *The school may request additional IRS documents at a later time.*
- ☐ I, the student, am unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and I will submit my: 2016 IRS tax return transcript(s) to the financial aid office. *To obtain an IRS tax return transcript, go to [www.irs.gov](http://www.irs.gov) and click on the "Order a Return or Account Transcript" link. 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 2016 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.*
- ☐ I, the student, filed amended IRS Income Tax Returns. Provide a 2016 IRS Tax Return Transcript and a signed copy of the 2016 IRS Form 1040X that was filed with the IRS.

**2. TAX RETURN NONFILERS**—Complete this section if you, the student, will not file and are not required to file a 2016 income tax return with the IRS. Provide a copy of the IRS Verification of Non-Filing document—the student will request this document from the IRS.

**Check the box that applies:**

- ☐ The student was not employed and had no income earned from work in 2016 and will provide a 2016 IRS Verification of Non-Filing Document.
- ☐ The student was employed in 2016 and has listed below the names of all employers and the amount earned from each employer in 2016, and whether an IRS W-2 form is attached. Attach copies of all 2016 W-2 forms issued to you by employers. *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and SSN or Student ID # at the top.* The student will provide a copy of the IRS Verification of Non-Filing Document

Employer's Name	2016 Amount Earned

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**Student Name:** \_\_\_\_\_ **Student ID#:** \_\_\_\_\_

**D. Parent's Income Information to be Verified**

**1. TAX RETURN FILERS**

**Instructions:** Complete this section if the student's parent(s) filed or will file a 2016 income tax return with the IRS. Notify the financial aid office if the parents filed separate IRS income tax returns for 2016 or had a change in marital status after December 31, 2016. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If you have not already used the tool, go to FAFSA.ed.gov, log in to your FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. Follow the instructions to determine if they are eligible to use the IRS Data Retrieval Tool to transfer 2016 IRS income tax information into your FAFSA.* A **2016 IRS Tax Return Transcript** may be obtained through:

- **Get Transcript by MAIL** – Go to [www.irs.gov](http://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](http://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

**Check the box that applies:**

- ☐ The student's parent(s) have used the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2016 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *The school will use the IRS information that was transferred in the verification process and may request additional IRS documents.*
- ☐ The student's parent(s) have not yet used the IRS Data Retrieval Tool, but will provide a 2016 IRS Tax Transcript to the Office of Student Financial Planning. *The school may request additional IRS documents at a later time.*
- ☐ The student's parent(s) were unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and will submit: 2016 IRS tax return transcript(s). *To obtain an IRS tax return transcript, go to [www.irs.gov](http://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 2016 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.*
- ☐ The student's parent(s) filed amended IRS Income Tax Returns. Provide a 2016 IRS Tax Return Transcript and a signed copy of the 2016 IRS Form 1040X that was filed with the IRS.

**2. TAX RETURN NONFILERS**—Complete this section if the student's parent(s) will not file and are not required to file a 2016 income tax return with the IRS. Provide a copy of the IRS Verification of Non-Filing document—the parents will request this document from the IRS.

**Check the box that applies:**

- ☐ The student's parent(s) were not employed and had no income earned from work in 2016 and will provide a copy of the IRS Verification of Non-Filing document
- ☐ The student's parent(s) were employed in 2016 and has listed below the names of all employers and the amount earned from each employer in 2016. Attach copies of all 2016 W-2 forms issued to the parent(s) by employers. *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and SSN or Student ID # at the top.* The parent(s) will provide a copy of the IRS Verification of Non-Filing document

Employer's Name	2016 Amount Earned

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**Student Name:** \_\_\_\_\_ **Student ID#:** \_\_\_\_\_

**E. Student's and Parent's Other Information to be Verified**

1. The parents certify that \_\_\_\_\_, a member of the parents' household, received benefits from the Supplemental Nutrition Assistance Program (SNAP) sometime during 2016 or 2017. The parents' household includes: the student; the parents (including 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, 2018, through June 30, 2019, or if the other children would be required to provide parental information if they were completing a FAFSA for 2018–2019. Include children who meet either of these standards even if the children do not live with the parents; other people if they now live with the parents and the parents provide more than half of the other people's support and will continue to provide more than half of their support through June 30, 2019. Note: We may require documentation from the agency that issued the SNAP benefits in 2016 or 2017.

2. Complete this section if one of the student's parents ***paid*** or ***received*** child support in 2017. Provide yearly amount of support paid. *We reserve the right to request: a copy of child payment checks, money order receipts, or records of electronic payments.*

Name of Person that Paid Child Support	Name of Person that Received Child Support	Name of Child for Whom Support was Paid	Child's Age	Support Paid

3. Complete this section if one or both of the student's parent(s) that for the 2016 year had untaxed portions of Income Retirement Account (IRA) distributions, IRA Deductions payments, and/or untaxed portion of Pension and Annuity distributions. List any payments (direct or withheld from earnings) to tax-deferred pension and retirement savings plans (e.g., 401(k) or 403(b) plans), including but not limited to amounts reported on W-2s in boxes 12a, b, c, and d with codes D, E, F, G, H, and S.

Tax Exempt Interest Income Amount	Tax Deferred Pension Amount	Untaxed Portion Pension IRA Distribution Amount	Other & Education Credit (Please Describe) Amount

4. Complete this section if you and/or your parent(s) received Veterans non-education benefits.

Name of Person Who Received the Veteran Benefit	Type of Veteran Non-education Benefit	Amount of Benefit Received in 2016

5. Complete this section if money was received or paid on the parent's behalf. Enter the total amount of cash support the parent received in 2016. Include support from a parent or other adult whose information was not reported on the FAFSA. (Example: payment of rent, utility bills, or food for the student). If your parent lived with another adult (such as a grandparent, other family member or legal guardian) whose information was not included on the FAFSA you must list the amount of financial support provided for you the parent and the student in 2016, including the value of living expenses like housing and food. To determine the value of the support received, you should consider total monthly expenses paid by the person(s) you live with (for such items as rent/mortgage, utilities, food, cable, phone, internet service, entertainment, clothing, insurance etc.). Total these expenses and divide the total by the number of people living in the household to determine the value of the support provided to you on a monthly basis. Multiply that number by the number of months that you lived in the household in 2016 and include that figure in the table below. Include any distributions to the student from a 529 plan owned by someone other than the student or the

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student's parents, such as grandparents, aunts, and uncles of the student. Do not include support from a parent whose information was reported on the FAFSA.

Purpose (ex. Rent, books, etc.)	Amount Received in 2016	Source

6. Complete this section if a member of the household received other untaxed income. So that we can fully understand the student's family's financial situation, please provide below 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 include such things as federal veteran's education benefits, military house, SNAP, TANF, etc. List the amount of other untaxed income not reported and not excluded elsewhere on this form. Include untaxed income such as workers' compensation, disability, Black Lung Benefits, untaxed portions of health savings accounts from IRS Form 1040 Line 25, Railroad Retirement Benefits, etc. Do not include any items reported or excluded in A or B above. In addition do not include student aid, Earned Income Credit, Additional Child Tax Credit, Temporary Assistance to Needy Families (TANF), untaxed Social Security Benefits, Supplemental Security Income (SSI), Workforce Investment Act (WIA) educational benefits, combat pay, benefits from flexible spending arrangements (e.g. cafeteria plans), foreign income exclusion, or credit for federal tax on special fuels. If more space is needed, provide a separate page with the student's name and ID number at the top.

Name of Recipient	Type of Financial Support	Amount of Financial Support Received in 2016

## F. Certification and Signature

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date this document.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

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

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