

C. Independent Student's Income Information to Be Verified

I HAVE FILED OR WILL FILE TAXES

Instructions: Complete this section if you, the student (and spouse if married), filed or will file a 2016 income tax return with the IRS. *The best way to verify income is by using the IRS DRT that is part of FAFSA on the Web.*

Check the box that applies:

- The student and spouse (if married & filed joint return), have used the IRS DRT in FAFSA on the Web to transfer the 2016 IRS income information into the student's FAFSA. *Sauk Valley Community College will use the IRS information that was transferred in the verification process.*
- The student and spouse (if married & filed joint return) have not yet used the IRS DRT, but will use the tool to transfer the 2016 IRS income information into the student's FAFSA. *Sauk Valley Community College cannot complete the verification process until the IRS information has been transferred into the FAFSA.*
- The student and spouse (if married) is unable or choose not to use the IRS DRT in FAFSA on the Web, and will submit to the school a **2016 IRS Tax Return Transcript**—not a photocopy of the income tax return. *To obtain an IRS tax return transcript, go to www.irs.gov and click on the "Order a Return or Account Transcript" link, complete IRS Form 4506-T, or call 1-800-908-9946. It takes two to three weeks for IRS income information to be available for electronic IRS tax return filers, and eight to eleven weeks for paper IRS tax return filers. **Verification cannot be completed until the IRS tax return transcript has been submitted to the Financial Assistance Office.***

↓ **Complete only one of these sections!** ↑

I DO NOT FILE TAXES—Complete this section if you, the student (and spouse if married), will not file and are not required to file a 2016 income tax return with the IRS. Note: We may require you to provide documentation from the IRS that indicates that a 2016 IRS income tax return was not filed with the IRS.

Check the box that applies:

- The student and spouse (if married) were not employed and had no income earned from work in 2016.
- The student and/or spouse were employed in 2016 and has listed below the names of all employers, the amount earned from each employer in 2016, and whether an IRS W-2 form is attached. Attach copies of all 2016 IRS W-2 forms issued to the student and spouse by their employers. *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and Student ID Number at the top.*

Employer's Name	2016 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>	<i>Yes(example)</i>

Verification of non-filing must be submitted. *To obtain an IRS tax return transcript, go to www.irs.gov and click on the "Order a Return or Account Transcript" link, complete IRS Form 4506-T, or call 1-800-908-9946. **Verification cannot be completed until the IRS tax return transcript has been submitted to the Financial Assistance Office.***

- Mark here if the student had unusual tax filing circumstances.** Students with unusual tax filing circumstances should contact the Financial Assistance Office for further instructions.

D. High School Completion Status

To verify the student’s high school completion status, you must provide the Admissions and Records Office one of the following documents:

- A copy of the student’s high school diploma.
- 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 (GED test, HiSET, TASC, or other State-authorized examination) that the State recognizes as the equivalent of a 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.
- 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.
- If state law requires a homeschool student to obtain a secondary school completion credential (other than a high school diploma or its recognized equivalent), a copy of that credential has been provided.
- If state law does not require the student to obtain a secondary school completion credential for homeschool (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 documents the successful completion of a secondary school education in a homeschool setting.

If the student is unable to obtain the documentation listed above, the student should contact the Financial Assistance Office. The Financial Assistance Office will not apply aid to a student account until the student has met at least one of the above high school completion requirements. *Sauk Valley Community College cannot complete the verification process until the provided documentation has been evaluated by the Admissions and Records Office.*

E. Certification and Signatures

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

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

Print Student’s Name

Student’s ID Number

Student’s Signature (Required)

Date

Spouse’s Signature (Optional)

Date

F. Identity and Statement of Educational Purpose

**Identity and Statement of Educational Purpose
(To Be Signed at the Institution)**

The student must appear in person at _____ to
(Name of Postsecondary Educational Institution)

verify his or her identity by presenting a 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 with the date it was received and the name of the official at the institution authorized to collect the student’s ID.

In addition, the student must sign, in the presence of the institutional official, the following:

Statement of Educational Purpose

I certify that I _____ am the individual signing this
(Print Student’s Name)

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 _____ for 2018-2019.
(Name of Postsecondary Educational Institution)

(Student’s Signature) (Date)

(Student’s ID Number)

(Financial Assistance Office Staff Signature) (Date)

Financial Assistance Office staff must copy a valid government-issued photo identification, such as, but not limited to, a driver’s license, other state-issued ID, or passport here.