

2016-2017 Dependent Verification Worksheet

Last Name	First Name	M.I.	Union ID/SSN
Address			Date of birth
City	State	Zip	() Phone number

PART 1. Household Information

Please list:

1. **Your parent(s)**. In cases of separation/divorce, list the parent with whom you lived more during the past 12 months. If this parent is remarried, you must include your stepparent.
2. **Your parent(s) dependents** for the 2016-2017 academic year. Include yourself and other dependent children.
3. Include other people if they live with and will receive at least half of their support from your parent(s) during the entire period from July 1, 2016 to June 30, 2017.

Full Name	Age	Relationship to Student	Name of College <small>(Attending at least half-time during 2016-17)</small>	Graduate Student Y/N
		Self	Union College	No

If you need more space, attach a separate page and check this box

PART 2. Student 2015 Tax and Income Information - Did you file a 2015 tax return?

YES	<input type="checkbox"/> 1. I utilized, or will utilize, the FAFSA IRS Data Retrieval Tool. All W-2s are attached or have been previously submitted. <input type="checkbox"/> 2. The FAFSA IRS Data Retrieval Tool could not be utilized. My official IRS Tax Return Transcript and corresponding W-2s are attached or will be submitted by the May 6, 2016 deadline. Any untaxed income is listed below.
NO	<input type="checkbox"/> 1. I was not employed and had no income from work during the 2015 tax year. <input type="checkbox"/> 2. I was employed and all W-2s are attached or have been previously submitted. Any employers who did not issue a W-2 are listed below.

Note: Any student who was required to file an amended return: Submit the official IRS Tax Return Transcript, a signed copy of the 1040X and all W-2s by the May 6, 2016 deadline.

Employer's Name	2015 Amount Earned

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Last Name _____
First Name _____
M.I. _____
Union ID/SSN _____

PART 3. Parent 2015 Tax and Income Information

3A. Tax Return Filers: Select Option 1, 2 or 3 (Non-Filers: skip to 3B)

Important Notes:

- ▶ **Parents who are married, but FILE SEPARATELY:** Each parent must submit their official IRS Tax Return Transcript.
- ▶ **Parents who filed, or will file, an AMENDED return:** Submit the official IRS Tax Return Transcript and a signed copy of the 1040X.
- ▶ **Parents who have had a change in marital status after Dec 31, 2015:** Submit the official IRS Tax Return Transcript.

Option 1	FAFSA IRS Data Retrieval Tool (DRT) users (select one of the following): <input type="checkbox"/> A. The DRT was utilized. All W-2s are attached or have been previously submitted. Any untaxed income is listed below. <input type="checkbox"/> B. The DRT will be utilized by the May 6, 2016 deadline. All W-2s are attached or have been previously submitted. Any untaxed income is listed below.
Option 2	Parent(s) submitting official IRS Tax Return Transcript(s) <input type="checkbox"/> The transcript and all W-2s are attached or will be submitted by the May 6, 2016 deadline. Any untaxed income is listed below.
Option 3	Parent(s) granted a filing extension by the IRS: Documentation of the extension (IRS Form 4868) and all W-2s are attached or have been previously submitted. Any untaxed income is listed below. After taxes have been filed, we will (select one of the following): <input type="checkbox"/> Submit an official IRS Tax Return Transcript <input type="checkbox"/> Utilize the FAFSA IRS Data Retrieval Tool The Financial Aid Office can expect the above to be completed by this date:

3B. Tax Return Non-Filers

Parents who did not, and were not required to, file a tax return with the IRS (select one of the following):

- | | |
|--|---|
| <input type="checkbox"/> All 2015 W-2s are attached or have been previously submitted. Any untaxed income is listed below. Note: Employers who did not issue a W-2 should be listed. | <input type="checkbox"/> The parent(s) did not receive any W-2s or earn income from work in 2015. Any untaxed income is listed below. |
|--|---|

Sources of Untaxed Income	2015 Amount	Sources of Untaxed Income	2015 Amount
a. Food Stamps/SNAP*(list 2014 and/or 2015 benefits received)		d. Untaxed Pensions	
b. Child Support You Received		e.	
c. Workman's Compensation		f.	

* In certain situations we may require documentation from the agency that issues the Food Stamps/SNAP benefit.

PART 4. Child Support You Have Paid (Note: Child support payments you received should be listed above)

Name of Person Who Paid Child Support	Name of Person to Whom Child Support Was Paid	Name and Age of Child for Whom Support Was Paid	Amount of Child Support Paid in 2015

**In certain situations we may require the following: (a) a copy of your separation agreement or divorce decree that shows the amount of child support to be provided; (b) a statement from the individual receiving the child support showing the amount provided; or (c) copies of the child support checks or money order receipts.

PART 5. Signatures

Each person signing this form certifies that all the information reported on it is complete and correct. Both the parent who completed the FAFSA and the student must sign and date.

Student _____	Date _____
Parent _____	Date _____