

Your 2018-19 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we must ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information, the Financial Aid Office will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the forms to Gavilan.

1. DEPENDENT STUDENT'S INFORMATION

Student's Last Name	Student's First Name	Student's M.I.	Student's Gavilan ID
Student's Street Address (include apt. no.)			Student's Social Security Number
City	State	Zip Code	Student's Date of Birth
			Telephone Number

2. LIST PEOPLE IN PARENT(S) HOUSEHOLD, THIS INCLUDES:

- Yourself even if you don't live with your parent(s).
- Your parent(s) (including biological, adoptive, or unmarried and living together regardless of gender).
- 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 for 2018–2019. Include children who meet either of these standards, even if they do not live with your parent(s).
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support from July 1, 2018 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 the student's name and Gavilan ID at the top.*

	Full Name of Person in Parent Household (per definition above)	Age	Relationship to Student	College	If attending college, will person enroll at least half time?	
1			Self	Gavilan College	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2					<input type="checkbox"/> Yes	<input type="checkbox"/> No
3					<input type="checkbox"/> Yes	<input type="checkbox"/> No
4					<input type="checkbox"/> Yes	<input type="checkbox"/> No
5					<input type="checkbox"/> Yes	<input type="checkbox"/> No
6					<input type="checkbox"/> Yes	<input type="checkbox"/> No
7					<input type="checkbox"/> Yes	<input type="checkbox"/> No
8					<input type="checkbox"/> Yes	<input type="checkbox"/> No
9					<input type="checkbox"/> Yes	<input type="checkbox"/> No
10					<input type="checkbox"/> Yes	<input type="checkbox"/> No
11					<input type="checkbox"/> Yes	<input type="checkbox"/> No

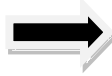
3. STUDENT INCOME FOR 2016

Check Only 1 Box																				
<input type="checkbox"/> I, the student, filed 2016 Federal Income Tax Return.		<p>Provide copy of 2016 Federal Income Tax Return.</p> <ul style="list-style-type: none"> If you self-prepared your tax return, be sure the copy you submit is signed by you. If a tax preparer completed your tax return, we will require tax preparer's SSN, Employer ID Number or Preparer Tax ID Number, along with their <u>signature, stamp, typed or printed name</u> and address of preparer on return. 																		
<input type="checkbox"/> I, the student, filed 2016 Federal Income Tax Return AND used the <u>IRS Data Retrieval Tool</u> to transfer income and taxes paid from my 2016 Federal Tax Return to my 2018/19 FAFSA.		<p>To use IRS Data Retrieval, go back to your 2018/19 FAFSA: www.fafsa.gov</p>																		
<input type="checkbox"/> I, the student, filed 2016 Federal Income Tax Return AND providing <u>2016 IRS Tax Return Transcript</u>.		<p>To request IRS Tax Transcripts, see instructions: http://www.gavilan.edu/finaid/irs_tax_transcript.php</p>																		
<input type="checkbox"/> I, the student, was not employed in 2016.		<p>No further verification needed for student's income.</p>																		
<input type="checkbox"/> I, the student, was employed in 2016, but I did not file 2016 Federal Tax Return.		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">EMPLOYER</th> <th style="width: 30%;">2016 WAGES</th> <th style="width: 35%;">W-2 Attached?</th> </tr> </thead> <tbody> <tr><td> </td><td style="text-align: center;">\$</td><td> </td></tr> <tr><td> </td><td style="text-align: center;">\$</td><td> </td></tr> <tr><td> </td><td style="text-align: center;">\$</td><td> </td></tr> <tr><td> </td><td style="text-align: center;">\$</td><td> </td></tr> <tr><td> </td><td style="text-align: center;">\$</td><td> </td></tr> </tbody> </table>	EMPLOYER	2016 WAGES	W-2 Attached?		\$			\$			\$			\$			\$	
EMPLOYER	2016 WAGES	W-2 Attached?																		
	\$																			
	\$																			
	\$																			
	\$																			
	\$																			
<input type="checkbox"/> I, the student, filed an amended 2016 Tax Return. <i>Submit a copy of signed Amended Tax Return AND use either IRS Data Retrieval or Request Tax Transcript for 2016.</i>		<p>To use IRS Data Retrieval: www.fafsa.gov</p> <p>OR</p> <p>To request IRS Tax Transcripts & W-2 Forms: http://www.gavilan.edu/finaid/irs_tax_transcript.php</p>																		

4. PARENT INCOME FOR 2016

If your parents filed 2016 Federal Income Tax Return:

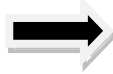
Parent(s) filed 2016 Federal Income Tax Return and was **unable to use** IRS Data Retrieval Tool or request tax transcript.



Provide copy of parent(s) 2016 Federal Income Tax Return.

- **If parent self-prepared their tax return**, be sure the copy you submit is signed by parent.
- **If a tax preparer completed your parent tax return**, we will require tax preparer's SSN, Employer ID Number or Preparer Tax ID Number, along with their signature, stamp, typed or printed name **and** address of preparer on return.

Parent(s) filed 2016 Federal Income Tax Return and **used the IRS Data Retrieval Tool** to transfer income and taxes paid from my 2016 Federal Tax Return to my 2018/19 FAFSA.



To use IRS Data Retrieval, go back to your 2018/19 FAFSA: www.fafsa.gov

Parent(s) filed 2016 Federal Income Tax Return and obtained **2016 IRS Tax Return Transcript**.



To request IRS Tax Transcripts, see instructions:

http://www.gavilan.edu/finaid/irs_tax_transcript.php

Parent filed an **amended 2016 Tax Return**. Submit a copy of signed Amended Tax Return AND use either IRS Data Retrieval or Request Tax Transcript for 2016.



To use IRS Data Retrieval: www.fafsa.gov

OR

To request IRS Tax Transcripts & W-2 Forms:

http://www.gavilan.edu/finaid/irs_tax_transcript.php

If your parent(s) did not file 2016 Federal Tax Return:

Parent(s) was/were employed in 2016, but did not file a 2016 Federal Tax Return and certify they were not required to file tax return for 2016.



To request IRS Letter of Non-Filing for 2016 and W-2 Forms

http://www.gavilan.edu/finaid/irs_verification.php

EMPLOYER	2016 WAGES	W-2 Attached?
	\$	
	\$	
	\$	
	\$	
	\$	

Select one:

Parent is submitting IRS Letter of Non-Filing for 2016, along with W-2 forms for 2016.

OR

Parent attempted to obtain Letter of Non-Filing for 2016 from the IRS or other tax authority and was unable to obtain the required documentation.

Parent(s) was/were not employed in 2016 and certify they were not required to file tax return for 2016.



To request IRS Letter of Non-Filing for 2016:

http://www.gavilan.edu/finaid/irs_verification.php

Select one:

Parent is submitting IRS Letter of Non-Filing for 2016, along with W-2 forms for 2016.

OR

Parent attempted to obtain Letter of Non-Filing for 2016 from the IRS or other tax authority and was unable to obtain the required documentation.

5. 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.

Student Signature: _____

Date: _____

Parent Signature: _____

Date: _____