

**2017-2018 TVCC INDEPENDENT VERIFICATION DOCUMENT**

Your 2017-2018 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 may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

**A. Student Information**

Last Name	First Name	M.I.	Social Security Number
Address (include apt. no.)			Date of Birth
City	State	Zip	Student's Home Phone Number (include area code)
Student's Email Address			Student's Alternate or Cell Phone Number

**B. Family Information**

List the people in the students' household; include:

- The student (yourself).
- The student's spouse, if the student is married.
- The student's or spouse's children if the student or spouse will provide **more than half of their support** from July 1, 2017 through June 30, 2018, even if the children do not live with the student.
- Other people if they now live with the student and the student or spouse provide **more than half of their support** and will continue to provide more than half of their support through June 30, 2018.

Full Name	Age	Relationship	College
		<b>Self</b>	<b>TVCC</b>

**Note:** TVCC may require additional documentation if TVCC has reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.

**YOU MUST COMPLETE ALL PAGES**  
**DO NOT LEAVE ANY BOXES BLANK**

**C. Student and Spouse 2015 Income Information**

The best way to submit tax information is by using the IRS Data Retrieval Tool that is part of the FAFSA. Go to [fafsa.ed.gov](http://fafsa.ed.gov), log in to your FAFSA, select ‘Make FAFSA Corrections’, and navigate to the Financial Information section. Follow the instructions to determine if you will be eligible to use the IRS Data Retrieval Tool to transfer 2015 IRS tax information to your FAFSA.

If you are unable to use the IRS Data Retrieval Tool, you may obtain an IRS tax transcript. Go to [www.irs.gov](http://www.irs.gov) and click ‘Get Transcript of Your Tax Records’ link. Follow the instructions to create an account or sign in, then request and print the ‘Return Transcript’.

Student	For Tax Return Filers	Spouse
	I used the IRS Data Retrieval Tool.	
	I have <b>not</b> yet used the IRS Data Retrieval Tool in FAFSA on the web but I will.	
	I am unable to or choose not to use the IRS Data Retrieval Tool on the web. I will submit my 2015 IRS Tax Return Transcript to TVCC.	
	I have attached or previously submitted a 2015 IRS Tax Return Transcript.	
	I have filed a 2015 Tax Return Extension granted by the IRS. (Please attach IRS form 4868)	
	I have filed an amended 1040X. <b>Please attach a signed copy of the form 1040X filed <u>and</u> a copy of your 2015 IRS Tax Return Transcript.</b>	
	I am a victim of Tax Administration Identity Theft – <b>Please contact the IRS (1-800-908-4490) for a printout of your 2015 IRS income tax return information.</b>	
	I have filed taxes with a foreign country. Please provide a signed copy of the 2015 income tax return <b>or</b> a transcript obtained from the foreign central government that includes all of your income information required for 2015.	
Student	Wages (check all that apply)	Spouse
	I have attached my 2015 IRS Wage and Summary Transcript.	
	I have attached copies of <u>all</u> student/spouse 2015 W2s.	
	I have a business and/or farm – <b>Please attach a copy of Schedule C and/or Schedule F</b>	
	I have a partnership – <b>Please attach a copy of Schedule K-1</b>	

**Non Tax Return Filers** must provide a Verification of Non-filing Letter (confirmation that the tax return has not yet been filed) from the IRS at [www.irs.gov](http://www.irs.gov) dated on or after October 1, 2016. This requirement is waived if you used the Data Retrieval Tool.

Student	For Non Tax Return Filers	Spouse
	I was not employed and had no income earned from work in 2015.	
	I earned income but was not required by the IRS to file a 2015 income tax return.	
	I have provided a copy of my Verification of Non-Filing Letter from the IRS.	
	I have attached my 2015 IRS Wage and Summary Transcript.	
	I have attached copies of <u>all</u> student/spouse 2015 W2's	

**D. Additional Financial Information****DO NOT LEAVE ANY BOXES BLANK**

Use the tables below to report annual amounts. For the students' column, enter the amount for the student and the spouse.

<b>2015 Additional Financial Information</b> <b>**If the answer is zero or the question does not apply to you, enter 0**</b>	<b>Student/Spouse</b>
Education credits (American Opportunity, Hope or Lifetime Learning tax credit) IRS Form 1040 – line 50 or 1040A – line 33	
Cooperative Education Program earnings offered by a college.	
Taxable earnings from need-based employment programs, such as Federal Work-Study, fellowships and assistantships.	
Grants and scholarship aid reported to the IRS in the Adjusted Gross Income.	
Combat pay or special combat pay. Only enter the amount that was taxable and included in the Adjusted Gross Income. Do not enter untaxed combat pay reported on the W-2 (box 12, code Q).	

**E. Untaxed Income Information**

Use the tables below to report annual amounts. For the students' column, enter the amount for the student and the spouse.

<b>2015 Untaxed Income</b> <b>**If the answer is zero or the question does not apply to you, enter 0**</b>	<b>Student</b>
Payments to tax-deferred pension and retirement savings plans (paid directly or withheld from earnings), including but not limited to, amounts reported on the W-2 Form in Boxes 12a through 12d, codes D, E, F, G, H, and S. <b>Do not include</b> amounts reported as DD.	
IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh and other qualified plans from IRS Form 1040-line 28 + line 32 or 1040A-line 17.	
Child support that you <b>received</b> for all children. <b>Do not include</b> foster care payments, adoption payments or any amount that was court-ordered but not actually paid.	
Tax exempt interest income from IRS Form 1040-line 8b or 1040A-line 8b.	
Untaxed portions of IRA distributions from IRS Form 1040-lines (15a minus 15b) or 1040A-lines (11a minus 11b). Exclude rollovers. If negative, enter zero.	
Untaxed portions of pensions from IRS Form 1040-lines (16a minus 16b) or 1040A-lines (12a minus 12b). Exclude rollovers. If negative, enter zero.	
Housing, food and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). <b>Do not include</b> the value of on-base military housing or the value of a basic military allowance for housing.	
Veterans non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and /or VA Educational Work-Study allowances.	
Other untaxed income not reported, such as worker' compensation, disability, Black Lung Benefits, untaxed portions of health savings accounts from 1040-line 25, Railroad Retirement Benefits, etc. <b>Do not include</b> extended foster care aid, student aid, Earned Income Credit, Additional Child Tax Credit, TANF payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, on-base military housing or a military housing allowance, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.	
Money received or paid on your behalf (e.g., bills), not reported elsewhere on this form. This includes money that you received from a parent whose financial information is not reported on this form and that is not part of a legal child support agreement. Also include distributions to you (the student beneficiary) from a 529 that is owned by someone other than you or your parents. Please list source:	



