



2017-18 DEPENDENT STUDENT FAFSA VERIFICATION WORKSHEET

Your 2017-18 Free Application for Federal Student Aid (FAFSA) has been selected for review in a process called "Verification." Federal law says that as part of the process of awarding federal student aid, Seattle University must ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information, Seattle University's Student Financial Services 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. If you have questions about verification, contact Student Financial Services at 206-220-8020 or email financialservices@seattleu.edu as soon as possible so that your financial aid will not be delayed.

Instructions:

1. Complete the following items in ink. Please print.
2. Complete and sign (you and a parent) the worksheet.
3. Using the contact information at the top of this page, mail, scan and email, or fax the completed, signed worksheet to the Student Financial Services Office.

SECTION A: STUDENT INFORMATION

Check One: Continuing SU Student New Undergraduate Student New Graduate Student

Last Name	First Name	M.I.	SU Student ID
Street Address (include apartment number)			Student's Date of Birth
City	State	Zip Code	Student's Email Address
Area Code and Home Phone Number			Area Code and Cell Phone Number

SECTION B: FAMILY INFORMATION

List below the name, age, and relationship of the people for whom your parent(s) will provide more than half of the support between July 1, 2017 and June 30, 2018. Include:

- Yourself and your parent(s) (including a stepparent) 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, or if the other children would be required to provide parental information if they were completing a FAFSA for 2017-18. 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 through June 30, 2018.

Include the name of the college for any household member, excluding your parent(s), 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, 2017, and June 30, 2018. *If more space is needed, attach a separate page with the student's name and SU ID Number at the top.*

Full Name	Age	Relationship	College	Will be enrolled \geq 1/2 time?
<i>EXAMPLE: Missy Jones</i>	<i>18</i>	<i>Sister</i>	<i>Central University</i>	<i>Yes</i>
		<i>Self</i>		

SECTION C: STUDENT'S INCOME INFORMATION

Did you file 2015 Federal Income Taxes?

- YES: Complete Option #1**
- NO: Proceed on to complete Option #2**

OPTION 1 for TAX FILERS: Provide the information below **IF THE STUDENT WAS REQUIRED TO FILE A 2015 TAX RETURN.**

Important Note: If the student filed, or will file, an amended 2015 IRS tax return, they must contact the Student Financial Services Office before completing this section.

The best way to verify FAFSA 2015 tax return information is to use the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student has not already used the tool, go to FAFSA.gov, log in to the student's 2017-18 FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the student is eligible to use the IRS Data Retrieval Tool to transfer 2015 IRS income tax information into the student's FAFSA. It takes up to 2 weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and 6-8 weeks for paper IRS tax return filers. If you need more information about when or how to use the IRS Data Retrieval Tool, contact Seattle University's SFS office.

Check the box that applies:

- The student has used the IRS DRT in *FAFSA on the Web* to transfer 2015 IRS income tax return information into the student's FAFSA.
- The student has not yet used the IRS DRT in *FAFSA on the Web*, but **will use** the tool to transfer 2015 IRS income tax return information into the student's FAFSA once the 2015 IRS income tax return has been filed.
- The student is unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a **2015 IRS Tax Return Transcript(s)**. You may obtain a copy of your Tax Return Transcript by going to www.irs.gov and selecting "Get Transcript of Tax Records" or by phone at 1-800-908-9946.
- 2015 IRS Tax Return Transcript is attached with this document for submission.

OPTION 2 for NON-FILERS: Provide the information below **IF THE STUDENT WAS NOT REQUIRED TO FILE A 2015 TAX RETURN**

- I verify that I/(and my spouse, if applicable) did not file and was not required to file a 2015 Federal Income Return.

Also check the box below that applies:

- The student was not employed and had no income from work in 2015.
- I verify that I/(and my spouse, if applicable) earned income from work. (This includes income earned from foreign countries)
- If you have received W2s from income earned in 2015, check the box and **submit copies of W2s** from ALL sources of work income in 2015 (including wage statements from foreign earned income)

Employer's Name	2015 Amount Earned	IRS W-2 Attached
<i>EXAMPLE: Suzy's Auto Body Shop</i>	<i>\$2,000.00</i>	<i>Yes</i>

SECTION D: PARENTAL INCOME INFORMATION

Did you file 2015 Federal Income Taxes?

- YES: Complete Option #1
- NO: Proceed on to complete Option #2

OPTION 1 for TAX FILERS: Provide the information below IF THE PARENT(S) WAS REQUIRED TO FILE A 2015 TAX RETURN.

Important Note: If the parent(s) filed, or will file, an amended 2015 IRS tax return, they must contact the Student Financial Services Office before completing this section.

The best way to verify FAFSA 2015 tax return information is to use the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student has not already used the tool, go to FAFSA.gov, log in to the student's 2017-18 FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the student is eligible to use the IRS Data Retrieval Tool to transfer 2015 IRS income tax information into the student's FAFSA. It takes up to 2 weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and 6-8 weeks for paper IRS tax return filers. If you need more information about when or how to use the IRS Data Retrieval Tool, contact Seattle University's SFS Office.

Check the box that applies:

- The parent(s) has used the IRS DRT in *FAFSA on the Web* to transfer 2015 IRS income tax return information into the student's FAFSA.
- The parent(s) has not yet used the IRS DRT in *FAFSA on the Web*, but **will use** the tool to transfer 2015 IRS income tax return information into the student's FAFSA once the 2015 IRS income tax return has been filed.
- The parent(s) is unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a **2015 IRS Tax Return Transcript(s)**. You may obtain a copy of your Tax Return Transcript by going to www.irs.gov and selecting "Get Transcript of Tax Records" or by phone at 1-800-908-9946.
- 2015 IRS Tax Return Transcript is attached with this document for submission.

OPTION 2 for NON-FILERS: Provide the information below IF THE PARENT(S) WAS NOT REQUIRED TO FILE A 2015 TAX RETURN

- I verify that I/(and my spouse, if applicable) did not file and was not required to file a 2015 Federal Income Return.

Also check the box below that applies:

- The parent(s) was not employed and had no income from work in 2015.
- I verify that I/(and my spouse, if applicable) earned income from work. (This includes income earned from foreign countries)
- If you have received W2s from income earned in 2015, check the box and **submit copies of W2s** from ALL sources of work income in 2015 (including wage statements from foreign earned income)

Employer's Name	2015 Amount Earned	IRS W-2 Attached
<i>EXAMPLE: Suzy's Auto Body Shop</i>	<i>\$2,000.00</i>	<i>Yes</i>

Student's Name: _____

SU ID Number: _____

SECTION 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 below.

WARNING:

Anyone giving false or misleading information on this worksheet may be fined, sentenced to jail, or both.

Student's Signature

Date

Parent's Signature (Required)

Date

*Please be sure to make a copy of this worksheet for your records.
Mail, scan and email, or fax the completed, signed worksheet to the SFS Office
using the contact information given at the top of the first page.*