

Federal Student Aid Programs

The Department of Education has selected your FAFSA for review in a process called "Verification." This process requires Roberts Wesleyan College (RWC) to compare information from your FAFSA with information collected on and attached to this worksheet. **The law requires us to ask you for this information before disbursing Federal aid.** Any differences between your FAFSA and the documentation requested could result in changes made to your FAFSA by Roberts Wesleyan College and/or your aid eligibility. Failure to complete the verification process in a timely manner may result in the loss of financial aid eligibility. This review must be conducted under the U.S. Department of Education financial aid regulation 34CFR, Part 668.

Student Last Name	First Name	M.I.	Email address
Home Address			Cell Phone number (include area code)
(IF DEPENDENT, Provide Parental Contact Information: Name and Daytime Phone or email address)			Home Phone number (include area code)

DEPENDENCY STATUS Identify which dependency status you were considered when filing your FAFSA. *Note: if you were required to provide parental information on your FAFSA, you are considered Dependent even if you do not live with your parents.*

☐ **Dependent Students:** The people in the parents' household include: (a) The student; (b) the parents (including a stepparent), even if the student doesn't live with the parents; (c) the parents' other children if the parents will provide more than half of the children's support from July 1, 2014 through June 30, 2015, or if the other children would be required to provide parental information if they were completing a FAFSA for 2014-2015. Include children who meet either of these standards even if the children do not live with the parents; (d) other people if they now live with the parents and the parents provide more than half of the other people's support and will continue to provide more than half of their support through June 30, 2015.

☐ **Independent Students:** The people in the student's household include: (a) the student; (b) the student's spouse, if the student is married; (c) the student's or spouse's children if the student or spouse will provide more than half of the children's support from July 1, 2014 through June 30, 2015, even if the children do not live with the parents; (d) other people if they now live with the student and the student or spouse provides more than half of the other people's support and will continue to provide more than half of their support through June 30, 2015.

HOUSEHOLD MEMBERS Write the names of all household members who meet the above criteria for your dependency status. Include information about any household member who will be enrolled at least half time in a degree, diploma, or certificate program at a **federally eligible** postsecondary educational institution any time between July 1, 2014 and June 30, 2015. *(Attach additional sheet if needed)*

Household Member Full Name	Age	Relationship	College	Enrolled at least half time?	
STUDENT NAME:		SELF	ROBERTS WESLEYAN COLLEGE	YES	NO
SPOUSE OR PARENT/STEPPARENT NAME:				YES	NO
2nd PARENT/STEPPARENT or OTHER NAME :				YES	NO
OTHER HOUSEHOLD MEMBERS:				YES	NO
				YES	NO
				YES	NO

Students who have a **parent attending college at least half time in a degree seeking program at a federally eligible post secondary college or institution should contact the RWC Office of Financial Aid to determine whether reconsideration of the student's federal aid through an appeal process called "Professional Judgement" should be requested.*

ADDITIONAL INFORMATION. The following items must be verified if reported on the 2014-2015 FAFSA. (Check if applicable)

☐ **SNAP BENEFITS-** The student/ parents certify that _____, a member of the household, received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2012 or 2013. *note: Evidence of receipt of SNAP Benefits is not required unless you are specifically instructed to provide documentation.*

☐ **CHILD SUPPORT PAID-** If the student, spouse, or one of the parents included in the household, paid child support in 2013, you must complete a separate Child Support verification form. Contact the RWC Office of Financial Aid if the additional worksheet is not attached.

VERIFICATION OF 2013 INCOME INFORMATION . The best way to verify income (if the student, spouse, and/or parent filed or will file a 2013 IRS Income Tax return) is by using the **IRS Data Retrieval Tool (IRS DRT)** that is part of FAFSA on the Web at **FAFSA.gov**. In most cases, no further documentation is needed to verify 2013 income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed. If you are unable to use the Data Retrieval Tool, you may obtain your **2013 IRS Tax Return Transcript** either online or by mail at **www.irs.gov**. (typically available 2-3 weeks after filing your tax return.)

Check the appropriate box for the student, spouse (if married) and/or each parent included in the household. DO NOT LEAVE BLANK.

STUDENT	PARENTS or SPOUSE	Tax Filing Status
		-was not employed, had no income earned from work in 2013, and is no required to file an IRS 2013 income tax return.
		-was employed in 2013 but will not and is not required to file a 2013 income tax return with the IRS. Provide the requested information for each employer and attach ALL 2013 IRS W-2 forms , if issued one by the employer: (attach additional sheet if needed) Employers Name_____ 2013 Amount Earned \$_____ W-2 received? y n Employers Name_____ 2013 Amount Earned \$_____ W-2 received? y n
		- have used the IRS Data Retrieval Tool to transfer 2013 IRS Income Tax return information into the student's FAFSA.
		-have not yet used the IRS Data Retrieval Tool, but will try to transfer 2013 IRS income Tax return information into the student's FAFSA once the 2013 IRS income Tax return has been filed.
		-are unable or choose not to use the IRS Data Retrieval Tool, and instead will provide the school a 2013 IRS TAX RETURN TRANSCRIPT . Note: If the parents reported in the household filed separate 2013 IRS income tax returns, 2013 Tax Return Transcripts must be provided for both. CHECK ONE: _____The 2013 IRS Tax Return Transcript is attached. _____The 2013 IRS Tax Return Transcript will be provided.

Notify the RWC College of Financial Aid if you and your spouse (if married), or your parents filed separate IRS Income Tax returns for 2013 or had a change in marital status after the end of the 2013 tax year on December 31, 2013.

Income information for Individuals with Unusual Circumstances (check if one applies to you):

- _____ If an individual is required to file a 2013 IRS income tax return and has been **granted a filing extension** by the IRS, provide: a) a copy of IRS Form 4868 "Application for Automatic Extension of Time to File U.S. Individual Income Tax Return" that was filed with the IRS for tax year 2013. b) A copy of the IRS's approval of an extension beyond the automatic six-month extension if the individual requested an additional extension of the filing time for tax year 2013; and c) A copy of IRS form W-2 for each source of employment income received for tax year 2013 and, if self-employed, a signed statement certifying the amount of the individuals Adjusted Gross Income (AGI) and the U.S. income tax paid for tax year 21013.
- _____ If an individual filed an **amended IRS income tax return** for tax year 2013, provide both of the following: a) A signed copy of the original 2013 IRS income tax return that was filed with the IRS or a 2013 IRS Tax Return Transcript for the 2013 tax year; and b) A signed copy of the 2013 IRS Form 1040X "Amended U.S. Individual Income Tax Return" that was filed with the IRS.
- _____ A victim of **IRS identity theft** who is not able to obtain a 2013 IRS Tax Return Transcript or use the IRS DRT must contact the IRS at 800-908-4490. Upon authentication of the tax filer's identity, the IRS will provide, by U.S. Postal Service, a printout of the tax filer's 2013 IRS tax return information.
- _____ An individual who filed or will file a **2013 Non-IRS Income Tax Return** such as with Puerto Rico, another U.S. Territory (e.g. Guan, American Samoa, the U.S. Virgin Islands, the Northern Marianas Islands). or with a foreign country, must provide a signed copy of that 2013 income tax return. If the income is in other than U.S. Dollars, the value of the foreign income and taxes must be provided using the exchange rate at the time of the FAFSA filing.

Certification and Signature (REQUIRED)

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA 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 (Required) _____ Date _____

Parent (Required for Dependent Students only) _____ Date _____

If you or your parents have had a significant change in household income since filing your FAFSA, you may request reconsideration of your federal aid through an appeal process called "Professional Judgment". Contact the Roberts Wesleyan College Office of Financial Aid for more information.

Return this completed and signed worksheet to:

Roberts Wesleyan College Office of Financial Aid 2301 Westside Drive Rochester, NY 14624
E-mail: finaid@roberts.edu, Fax: (585)594-6036, Phone: (585)594-6150.

1/2014