

C. Independent Student's Income Information to Be Verified – Note: The instructions below apply to the student and spouse, if the student is married.

1. TAX RETURN FILERS - Important Note: If the student filed, or will file an amended 2015 IRS tax return, the student must contact the financial aid administrator before completing this section.

Instructions: Complete this section if the student and spouse filed or will file a 2015 IRS income tax return(s). *The best way to verify income 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 2015 income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed by the FAFSA filer.

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)**.

A 2015 IRS Tax Return Transcript or Verification of Non-filing Letter may be obtained through:

- Get Transcript or Verification of Non-filing Letter Online - Go to www.irs.gov, under the Tools heading on the IRS homepage, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript." **You will have the option to request a Verification of Non-filing Letter if a tax return was not filed.**
- Get Transcript by Mail – Go to www.irs.gov, under the Tools heading on the IRS homepage, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript."
- Telephone Request - 1-800-908-9946
- Paper Request Form – IRS 4506-T (**Check box 6a for a Tax Return Transcript or box 7 for a non-filing letter**)

If the student and spouse filed separate 2015 IRS income tax returns, the IRS DRT cannot be used and the **2015 IRS Tax Return Transcript(s)** must be provided for each.

- Check here if a **2015 IRS Tax Return Transcript(s)** is provided.
- Check here if a **2015 IRS Tax Return Transcript(s)** will be provided later. Verification cannot be completed until the IRS tax return transcript(s) has been submitted to your school.

2. TAX RETURN NONFILERS - Complete this section if the student and spouse will not file and are not required to file a 2015 income tax return with the IRS. *You must provide a Verification of Non-filing Letter from the IRS (www.irs.gov) dated on or after October 1, 2016 that indicates a 2015 IRS income tax return was not filed (see instructions above).*

- Check here if a **Verification of Non-filing Letter** is provided.
- Check here if a **Verification of Non-filing Letter** will be provided later. Verification cannot be completed until the Verification of Non-filing Letter has been submitted to the school.

Check the box that applies:

- The student and spouse were not employed and had no income earned from work in 2015.
- The student and/or spouse were employed in 2015 and have listed below the names of all the employers, the amount earned from each employer in 2015, and attached IRS W-2 forms issued to the student and spouse by their employers. *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and SSN at the top.*

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

D. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct.

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, sent to prison, or both.

Student's Signature

Date