



2017-2018 Verification Worksheet

Federal Student Aid Programs (Group V1)

D

Your FAFSA was selected for review in a process called "Verification." In this process ECU is required to compare information from your FAFSA with information from the IRS data match or IRS Tax Return Transcript for you and your parent(s). If you and/or your parent(s) were not required to file a federal tax return you must submit copies of any W-2 forms or earnings statements and Statement of Non-Filing from the IRS. The law says we have a right to ask you for this information before awarding federal aid. If there are differences between your FAFSA and your financial documents we will make the necessary corrections to your FAFSA information.

What you should do

- o Complete this worksheet. **ALL SECTIONS MUST BE FILLED IN.** Write N/A (not applicable) or enter a zero if the field does not pertain to you. You and at least one parent **MUST** sign the worksheet.
- o Send or take the completed worksheet, plus copies of your 2015 IRS Tax Return Transcript and 2015 W-2 forms (if applicable below) to the Financial Aid Office at East Central University.

We must review the requested information under the financial aid program rules (CFR Title 34, Part 668).

A. Student Information

Last name	First name	M.I.	Social Security number
Address (include apt. no.)			Date of birth
City	State	Zip	Phone number (include area code)

B. Family Information (verifying number in household and number in college)

Write the names of the people in the household where you live. Also write in the name of the college where any family member, will be enrolled at least half-time in a degree or certificate program between July 1, 2017, and June 30, 2018. If you need more space, attach a separate page.

- Yourself on the **first** line
- Your parent(s)
- Your parent(s) children if (a) your parent(s) provide **more than half** of their support or (b) the children would be required to provide parental information when applying for Federal Student Aid (**do not include foster children**), and
- 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, 2017, through June 30, 2018.

Full Name	Age	Year of Birth	Relationship	College attending in 2017-2018
			Self	East Central University
			Parent	N/A
			Parent	N/A

C. Student's 2015 Income Information

1. Check only one box below. A 2015 Tax Return Transcript can be obtained online at www.irs.gov or by calling 1-800-908-9946.
 - ☐ Check here if you used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2015 IRS income information into the FAFSA. **YOU DO NOT NEED TO PROVIDE A COPY OF A 2015 IRS TAX RETURN TRANSCRIPT.**
 - ☐ Check here if you are attaching a copy of your 2015 IRS Tax Return Transcript. (A paper copy of your federal 1040 form is not acceptable documentation.)
 - ☐ Check here if you have arranged for a copy of your 2015 IRS Tax Return Transcript to be submitted to ECU by _____ (date).
 - ☐ Check here if you will not file and are not required to file a 2015 federal income tax return.
2. If you did not file and are not required to file a 2015 federal income tax return, list below your employer(s) and any income received in 2015. Please submit copies of any W-2 forms or other earnings statements **and an IRS Statement of Non-Filing.**

Sources	2015 Income

D. Parent(s)' 2015 Income Information

1. Check only one box below. A 2015 IRS Tax Return Transcript can be obtained online at www.irs.gov or by calling 1-800-908-9946.
- ☐ Check here if you used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2015 IRS income information into the FAFSA. YOU DO NOT NEED TO PROVIDE A COPY OF A 2015 IRS TAX RETURN TRANSCRIPT.
 - ☐ Check here if you are attaching a copy of your parent(s)' 2015 IRS Tax Return Transcript. (A paper copy of your parent(s)' federal 1040 form is not acceptable documentation.)
 - ☐ Check here if you have arranged for a copy of your parent(s)' 2015 IRS Tax Return Transcript to be submitted to ECU by _____(date).
 - ☐ Check here if your parent(s) will not file and is not required to file a 2015 federal income tax return.
2. If your parent(s) did not file and are not required to file a 2015 federal income tax return, list below your parent(s)' employer(s) and any income they received in 2015. Please submit copies of any W-2 forms or other earnings statements **and an IRS Statement of Non-Filing**.

Sources	2015 Income

Be sure all items listed below are completed and checked off before submission.

- ☐ A value has been entered for every blank
- ☐ If IRS Data Retrieval Tool was not used; an IRS Tax Return Transcript is attached or has been requested
- ☐ Student and spouse have signed the Verification Worksheet
- ☐ A copy of all W-2's if student and/or parent's did not file taxes and IRS Statements of Non-Filing

E. Sign This Worksheet

By signing this worksheet, we certify the information reported is complete and correct.

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

East Central University, in compliance with all applicable Federal and State laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, sexual orientation or status as a veteran in any of its policies, employment, financial aid, and education services. The following person has been designated to handle inquiries regarding the non-discrimination policies: Employment Services Director, 1100 E 14th Adm. 160, Ada, OK 74820, (580)559-5217.