

**STUDENT NAME:** \_\_\_\_\_

**NECC ID:** \_\_\_\_\_

**DIRECTIONS:** Your 2019 - 2020 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called **verification**. Federal regulations require the institution to verify the information that you reported on your FAFSA before awarding/dispersing financial aid. Based on the information you provide, additional information may be required, your FAFSA may be corrected and/or any offer of aid may be adjusted. If you have questions about verification, contact Student Financial Services as soon as possible. All financial aid will be held until verification is complete. Please submit the form, signed and dated, with all required signatures and attach any required documents.

**SECTION A: STUDENT'S HOUSEHOLD INFORMATION**

**DIRECTIONS:** List all of the people in your household who fit the descriptions below.

- **Yourself**
- **Your spouse**, if you are married
- **Your children**, include children who meet either of these standards, even if they do not live with you:
  - **IF YOU WILL PROVIDE MORE THAN HALF OF THEIR SUPPORT** from July 1, 2019, through June 30, 2020
  - If the child would be required to provide your financial information if they were completing a FAFSA for 2019 – 2020
- **Other people or your children age 24 or older** if they now live with you (and your spouse if applicable) **AND** you (and your spouse) provide more than half of their support **AND WILL CONTINUE** to provide more than half of their support through June 30, 2020. *A Proof of Dependents form must be submitted if you list anyone in this category.*

FULL NAME	AGE	RELATIONSHIP TO STUDENT	COLLEGE or UNIVERSITY For 2019-2020 enrollment	Will be Enrolled at Least Half Time
Example: Your Name	25	Self	NECC	Yes

**CHECK THIS BOX** if the total number in the household and/or the total number in college has changed since you filed the FAFSA and this information is correct as of the date that you signed this Verification Worksheet.

**SECTION B: STUDENT MARITAL STATUS (AS LISTED ON YOUR FAFSA)**

**DIRECTIONS:** Check the box that shows your current legal marital status with the month/year of the status.

EXAMPLE:  Married/Remarried \_\_\_\_\_ 12/2010 \_\_\_\_\_

- |  |   |
|--|---|
| <input type="checkbox"/> Never Married<br><input type="checkbox"/> Married/Remarried _____<br><input type="checkbox"/> Widowed _____ | <input type="checkbox"/> Separated _____<br><input type="checkbox"/> Divorced ** _____<br><small>**Divorced after 2017? Please also include date of separation.</small> |
|--|---|

**SECTION C: EARNED INCOME INFORMATION**

**DIRECTIONS:** Check the box that applies to your (and spouse's, if applicable) 2017 tax filing status.

Go to: <https://www.irs.gov/help/ita/do-i-need-to-file-a-tax-return> to see if you were required to file a 2017 Federal Tax Return.

- If you (and Spouse, if applicable) filed 2017 taxes, you may be able to use the IRS Data Retrieval Tool (DRT) on the FAFSA. This is the preferred option.
- If you (and your Spouse, if applicable) are unable to use the DRT you will need to obtain and submit one of the following to Student Financial Services:
  - **Signed** copy of 2017 federal tax return as filed with all pages and schedules
  - 2017 IRS Tax Return Transcript from <https://www.irs.gov/individuals/get-transcript> or call the IRS at 1-800-908-9946
- Students (and spouse if applicable) who were not required to file a tax return for 2017 must submit a **Verification of Non-filing Letter** from the IRS. If unable to obtain this letter, please contact Student Financial Services.

<b>STUDENT</b>	
<input type="checkbox"/>	I <u>filed</u> a 2017 Federal Tax Return and used IRS Data Retrieval (DRT) on the FAFSA.
<input type="checkbox"/>	I <u>filed</u> a 2017 Federal Tax Return and will submit/submitted a signed copy of my federal tax return or my federal tax return transcript.
<input type="checkbox"/>	I was employed or self-employed in 2017, <u>did not file</u> a 2017 Federal Tax Return, and was <u>not required to file</u> a tax return. <ul style="list-style-type: none"> <li>○ Attach 2017 W-2s and 1099s from all employers or self-employment.</li> <li>○ Verification of Non-filing Letter from IRS is required.</li> <li>○ Income Earned in 2017 was: \$ _____</li> </ul>
<input type="checkbox"/>	I was not employed, <u>had no income</u> from work in 2016, was <u>not required to file</u> a tax return, and will submit/submitted a Verification of Non-Filing Status letter from IRS (required).

<b>SPOUSE (IF APPLICABLE)</b>	
You are required to submit your spouse's income information if you are married.	
<input type="checkbox"/>	I <u>filed</u> a 2017 Federal Tax Return and used IRS Data Retrieval (DRT) on the FAFSA.
<input type="checkbox"/>	I <u>filed</u> a 2017 Federal Tax Return and will submit/submitted a signed copy of my federal tax return or my federal tax return transcript.
<input type="checkbox"/>	I was employed or self-employed in 2017, <u>did not file</u> a 2017 Federal Tax Return, and was <u>not required to file</u> a tax return. <ul style="list-style-type: none"> <li>○ Attach 2017 W-2s and 1099s from all employers or self-employment.</li> <li>○ Verification of Non-filing Letter from IRS is required.</li> <li>○ Income Earned in 2017 was: \$ _____</li> </ul>
<input type="checkbox"/>	I was not employed, <u>had no income</u> from work in 2017, was <u>not required to file</u> a tax return, and will submit/submitted a Verification of Non-Filing Status letter from IRS (required).

**SECTION D: UNTAXED INCOME IN 2017**

**DIRECTIONS:** List any untaxed income received in 2017 and the source of this income.

- If there was no untaxed income in 2017, use -0- or NONE. Do not leave dollar values blank.

**Student:**            Untaxed Income for 2017 \$ \_\_\_\_\_ Source of untaxed income \_\_\_\_\_

**Spouse:**            Untaxed Income for 2017 \$ \_\_\_\_\_ Source of untaxed income \_\_\_\_\_

**SECTION E: CERTIFICATION AND SIGNATURES:** Each person signing this worksheet certifies that all of this information reported on it is complete and accurate as of the date signed. Warning: if you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature (Required if applicable)

\_\_\_\_\_  
Date