

DIRECTIONS: Your 2018 - 2019 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called **verification**. Federal regulations require the Financial Aid Office to verify the information that you and your parent(s) 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 the Financial Aid Office 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. Attach any required documents.

Student Name: _____

NECC ID: _____

Section A: Student's Household Information

Directions: List all of the people in your parent(s)' household who fit the descriptions below. Household size generally includes any person who is dependent as well as others who receive more than half of their support from the applicant's household. Include:

- Yourself
- Your parent(s) and stepparent, if applicable (even if you don't live with your parent(s))
- Both parents if they are unmarried **AND** live in the same household (even if you don't live with your parent(s))
- Other children: Your parent(s)' other children if your parent(s) **will provide more than half of their support** from July 1, 2018, through June 30, 2019, or if the other children are required to provide parental information if they were completing a FAFSA for 2018–2019. 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, 2019.

FULL NAME	AGE	RELATIONSHIP TO STUDENT	COLLEGE or UNIVERSITY	Will be Enrolled at Least Half Time
<i>EXAMPLE: Your Name</i>	<i>18</i>	<i>Self</i>	<i>NECC</i>	<i>Yes</i>

If the total number in the household and the total number in college has changed since you filed the FAFSA, please check the box to indicate that this is the correct number as of the date you complete the Verification Worksheet.

Section B: Parent(s)' Marital Status

Directions: Check the box that shows your parent(s)' current marital status with the month/year of the status.

EXAMPLE: Married/Remarried _____ 12/2010 _____

- | | |
|--|---|
| <input type="checkbox"/> Married/Remarried _____ | <input type="checkbox"/> Separated _____ |
| <input type="checkbox"/> Widowed _____ | <input type="checkbox"/> Divorced *** _____ |
| <input type="checkbox"/> Unmarried and Living Together | <input type="checkbox"/> Never Married |

*** Divorced after 2016? Please also include the date of separation.

Section C: Earned Income Information

Directions: Check the box that applies to the 2016 tax filing status and **do not leave dollar values blank.**
 To determine if you were required to file a 2016 Federal Tax Return please go to: <https://www.irs.gov/help/ita/do-i-need-to-file-a-tax-return>.

- If you filed 2016 taxes, you may be able to use the IRS Data Retrieval Tool (DRT) on the FAFSA.
- If you cannot use or prefer not to use the DRT you will need to obtain a 2016 IRS Tax Return Transcript and submit it to our office.

To order an **IRS Tax Return Transcript** or **Verification of Non-filing Letter** go to:

<https://www.irs.gov/individuals/get-transcript> or call the IRS at 1-800-908-9946.

Student
<input type="checkbox"/> I <u>filed</u> a 2016 Federal Tax Return (must use DRT or submit a tax transcript).
<input type="checkbox"/> I was employed in 2016, <u>did not file</u> a 2016 Federal Tax Return, and was <u>not required to file</u> a tax return. ***Attach 2016 W-2s and 1099s from all employers or self-employment. Income earned for 2016 was: \$ _____
<input type="checkbox"/> I was not employed, <u>had no income</u> from work in 2016 and was <u>not required to file</u> a tax return.

Parent 1	Parent 2 (if applicable)
<input type="checkbox"/> I <u>filed</u> a 2016 Federal Tax Return (must use DRT or submit a tax transcript).	<input type="checkbox"/> I <u>filed</u> a 2016 Federal Tax Return (must use DRT or submit a tax transcript).
<input type="checkbox"/> I was employed in 2016, <u>did not file</u> a 2016 Federal Tax Return, and was <u>not required to file</u> a tax return. Attach 2016 W-2s and 1099s from all employers or self-employment. Income earned for 2016 was: \$ _____	<input type="checkbox"/> I was employed in 2016, <u>did not file</u> a 2016 Federal Tax Return, and was <u>not required to file</u> a tax return. Attach 2016 W-2s and 1099s from all employers or self-employment. Income earned for 2016 was: \$ _____
<input type="checkbox"/> I was not employed, <u>had no income</u> from work in 2016 and was <u>not required to file</u> a tax return.	<input type="checkbox"/> I was not employed, <u>had no income</u> from work in 2016 and was <u>not required to file</u> a tax return.
<i>Parent(s) who are not required to file a tax return must submit a Verification of Non-filing Letter from the IRS.</i>	<i>Parent(s) who are not required to file a tax return must submit a Verification of Non-filing Letter from the IRS.</i>

Section D: Untaxed Income in 2016

Directions: If there was no untaxed income in 2016, use -0- or NONE. Do not leave dollar values blank.

Student	
Untaxed income for 2016 was: \$ _____ List all sources of untaxed income for 2016 : _____	
Parent 1	Parent 2 (if applicable)
Untaxed income for 2016 was: \$ _____ List all sources of untaxed income for 2016 : _____	Untaxed income for 2016 was: \$ _____ List all sources of untaxed income for 2016 : _____

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 parent(s)** must sign and date. **WARNING: IF YOU PURPOSELY GIVE FALSE OR MISLEADING INFORMATION ON THIS WORKSHEET, YOU MAY BE FINED, SENTENCED TO JAIL, OR BOTH.**

 Student's Signature

 Parent 1 Signature

 Parent 2 Signature (if applicable)

 Date

 Date

 Date