



## 2014-2015 Dependent Student Verification Worksheet

### RETURN TO:

San Bernardino Valley College  
Financial Aid Office - AD/SS 106  
701 S. Mount Vernon Avenue  
San Bernardino, CA 92410

Name of Financial Aid Applicant *(Please Print)*

\_\_\_\_\_ Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
Month Day Year

Student ID#: \_\_\_\_\_ Social Security#: \_\_\_\_\_

Your 2014-2015 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid we may ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information the financial aid administrator at your school will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences your FAFSA information may need to be corrected. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed. *If more space is needed for any section on this form, attach a separate page with the student's name, Student ID Number or Social Security Number indicated clearly at the top of the page.*

### A. Dependent Student's Family Information

List below the people in your parent's household. Include:

- Yourself and your parent(s) (including stepparent) even if you don't live with your parent(s).
- Your parent's other children, if your parent(s) will provide more than half of their 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 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, 2015.

Include the name of the college for any household member, (excluding your parents), who will be enrolled **at least half time** in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2014, and June 30, 2015.

Full Name	Age	Relationship	College	Will be enrolled at least half time
		Self	San Bernardino Valley College	

### B. Dependent Student's Income Information to Be Verified

1. **TAX RETURN FILERS**—Important Note: If the student filed, or will file, an amended 2013 IRS tax return, the student *must* contact the financial aid administrator before completing this section.

Check the box that applies:

☐ The student has used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2013 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. The student's school will use the IRS information that was transferred in the verification process.

☐ The student's IRS tax return transcript is attached to this worksheet. *To obtain an IRS tax return transcript, go to [www.irs.gov](http://www.irs.gov) and click on the "Order a Return Transcript" link, or call 1-800-908-9946.*

2. **TAX RETURN NON-FILERS**—Complete this section if the student will not file, and is not required to file, a 2013 income tax return with the IRS.

**Check the box that applies:**

- ☐ The student was not employed and had no income earned from work in 2013.
- ☐ The student was employed in 2013 and has listed below the names of all employers, the amount earned from each employer in 2013, and whether an IRS W-2 form is attached. Attach copies of all 2013 IRS W-2 forms issued to the student by employers. *List every employer even if the employer did not issue an IRS W-2 form.*

Employer's Name	2012 Amount Earned	IRS W-2 Attached?

### C. Parent's Income Information to Be Verified

Note: If two parents were reported in Section A of this worksheet, the instructions and certifications below refer and apply to both parents.

1. **TAX RETURN FILERS** - Important Note: If the student's parent(s) filed or will file an amended 2013 IRS tax return, the student's Financial aid administrator *must* be contacted before completing this section.

**Check the box that applies:**

- ☐ The student's parent has used the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2013 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. The student's school will use the IRS information transferred into the student's FAFSA to complete the verification process.
- ☐ The IRS tax return transcript(s) is attached to this worksheet. *To obtain an IRS tax return transcript go to [www.irs.gov](http://www.irs.gov) and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946.*

2. **TAX RETURN NON-FILERS**— Complete this section if the student's parent(s) will not file, and **is not required** to file, a 2013 income tax return with the IRS.

**Check the box that applies:**

- ☐ The parent(s) was not employed and had no income earned from work in 2013.
- ☐ The parent(s) was employed in 2013 and has listed below the names of all the parent's employers, the amount earned from each employer in 2013, and whether an IRS W-2 form is attached. Attach copies of all 2013 IRS W-2 forms issued to the parent(s) by employer(s). *List every employer even if they did not issue an IRS W-2 form.*

Employer's Name	2013 Amount Earned	IRS W-2 Attached?

## E. Certification and Signatures

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Each person below certifies that all of the information reported on this worksheet is complete and correct. The student and one parent must BOTH sign and date this worksheet.

**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

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

**\*\*DO NOT MAIL THIS FORM TO DEPT OF EDUCATION - PLEASE SEND TO THE SBVC FINANCIAL AID OFFICE.\*\***