

# 2018-2019 Verification

## Independent - Worksheet V5

The FAFSA application was selected by the Department of Education for a process called “verification.” In this process, we are required by law to compare the information reported on the FAFSA with the information provided on this form along with copies of the student and spouse’ 2016 federal tax transcripts. The financial aid cannot be finalized until verification has been completed, please provide the required documents as soon as possible.

**To complete the verification process, please follow these steps:**

1. Provide student and spouse’s 2016 Federal Tax Information by utilizing the IRS Data Retrieval Tool built into the FAFSA or request a copy of your IRS Tax Transcript directly from the IRS.
2. Please write clearly, complete all sections, and sign the worksheet.
3. Bring, mail, email or fax the completed form, tax transcripts, and any other documents to our office.
4. We will compare the information on these documents and request additional information or make corrections if necessary.

### STUDENT INFORMATION

**Name** \_\_\_\_\_ **Birth Date** \_\_\_\_\_ **SSN or ID Number** \_\_\_\_\_  
**HomeAddress** \_\_\_\_\_  
**Daytime Phone** \_\_\_\_\_ **Alternate or Cell Phone #** \_\_\_\_\_ **E-Mail** \_\_\_\_\_

### FAMILY INFORMATION

List below the people in the student’s household. Include:

- The student
- Spouse if the student is married
- The student’s or spouse’s children if the student or spouse will provide more than half of the children’s support from July 1, 2018, through June 30, 2019, even if the children do not live with the student.
- Other people if they now live with the student, and the student or the spouse provide more than half of the other person’s support, and will continue to provide more than half of that person’s support through June 30, 2019.

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member, who will be attending college at least half time between July 1, 2018 and June 30, 2019, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page

FULL NAME	AGE	RELATIONSHIP	COLLEGE	WILL BE ENROLLED AT LEAST HALF TIME YES or NO

### STUDENT INCOME INFORMATION

Instructions: Complete this section

1. Check the box that applies:

- The student **has used** the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2016 IRS income tax return information into the student’s FAFSA.
- The student **has not yet used** the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to transfer 2016 IRS income tax return information into the student’s FAFSA once the 2016 IRS income tax return has been filed.
- The student is **unable or chooses not to use** the IRS Data Retrieval Tool in FAFSA on the Web, and instead will provide the school with a 2016 IRS Tax Return Transcript(s).

**A 2016 IRS Tax Return Transcript may be obtained through:** Online Request – go to [www.irs.gov](http://www.irs.gov), under the Tools heading on the IRS homepage, click “**Get My Tax Record.**” Make sure to request the “**IRS Tax Return Transcript**” and **NOT** the “IRS Tax Account Transcript.”  
Telephone Request – 1-800-908-9946 or Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T

2. If the student **did not file and is not required** to file a 2016 federal income tax return, list below your employer(s) and any income received in 2016. Please submit copies of **ALL W-2 forms** or other earnings statements.

NON –TAX FILER’S NAME	NAME OF EMPLOYER(S) IN 2016	IRS W-2 PROVIDED? YES/NO	AMOUNT EARNED IN 2016

**RECEIPT OF SNAP BENEFITS**

The student certifies that \_\_\_\_\_, a member of the student’s household, received benefits from the Supplemental Nutrition Assistance Program (SNAP) sometime during 2016 or 2017. SNAP may be known by another name in some states. For assistance in determining the name used in the state, please call 1-800-433-3243.

**Note:** If we have reason to believe that the information regarding receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefit in 2016 or 2017.

**CHILD SUPPORT PAID 2016**

Complete this section if the student and/or spouse **paid** child support in 2016.

Name of Person Who PAID Child Support \_\_\_\_\_

Name of Person to Whom Child Support was PAID \_\_\_\_\_

Name and Age of Child for Whom Support was PAID \_\_\_\_\_

Annual Amount of Child Support PAID in 2016 \_\_\_\_\_

**Note:** If we have reason to believe that the information regarding child support paid is inaccurate, we may require additional documentation, such as: signed statement from the individual receiving the child support certifying the amount of child support received; or copies of the child support payments checks, money order receipts, or similar records of electronic payments.

**CHILD SUPPORT RECEIVED**

Complete this section if child support was received in 2016 for any children in your household.

Name of person who received child support	Name of Child for Whom support was paid	Amount of Child support Received in 2016

Do not include foster care payments, adoption payments or any amount that was court ordered but not paid

**CERTIFICATIONS AND SIGNATURE**

The person signing below certifies that all the information reported is complete and correct. If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both. This application requires a student signature. **Please note: the signature cannot be typed.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return this form to: Loyola University -Office of Scholarships and Financial Aid 6363 St. Charles Ave New Orleans LA 70115  
Fax (504) 865-3233 [www.loyno.edu/financialaid](http://www.loyno.edu/financialaid)

## Identity Verification and Statement of Educational Purpose

*Do not complete this page in advance. You must complete and sign this page IN PERSON at the Financial Aid Office at your college*

**Student's Name:** \_\_\_\_\_ **Social Security number** \_\_\_\_\_

You have been selected by the U.S. Department of Education to verify your identity and educational plans. You must appear in person at the Financial Aid Office at your college and present a piece of valid government-issued identification to a financial aid representative. The representative will review and copy this piece of identification which will be maintained in your student file.

### Statement of Educational Purpose

I certify that I, \_\_\_\_\_  
(Print Name)

am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending

**Loyola University New Orleans for 2018-2019.**

**Student's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

#### 1. Proof of Identity

The above-named student has presented valid government-issued photo identification such as a state driver's license, non-driver's license, military identification or passport which verifies his or her identity.

**FA Certifying Officer's Signature** \_\_\_\_\_ **Date Received** \_\_\_\_\_

#### 2. Completion of High School or the Equivalent

The above-named student has submitted a final high school transcript or other acceptable documentation to the Scholarships and Financial Aid Office that shows evidence of graduation from an accredited high school or educational institution, state-issued general education equivalency (GED), or evidence of home schooling.

**FA Certifying Officer's Signature** \_\_\_\_\_ **Date Received** \_\_\_\_\_  
**Student's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## High School Completion Status

Provide one of the following documents to indicate the student's high school completion status when the student begins college in 2018–2019:

§□ A copy of the student's high school diploma.

§□ For students who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or other similar document.

§□ A copy of the student's final official high school transcript that shows the date when the diploma was awarded.

§□ A state certificate or transcript received by a student after the student passed a State authorized examination that the State recognizes as the equivalent of a high school diploma (GED test, HiSET, TASC, or other State-authorized examination).

§□ An academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.

§□ For a student who was homeschooled in a state where state law requires the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a copy of that credential.

§□ For a student who was homeschooled in a state where state law does not require the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a transcript, or the equivalent, signed by the student's parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting.

A student who is unable to obtain the documentation listed above must contact the financial aid office.