



2019-2020 Financial Aid Verification Worksheet V1

Financial Aid Office
400 W 11th · Coffeyville, KS 67337
Phone: 620.251.7700
Email: faquestions@coffeyville.edu

This worksheet and any accompanying tax documents should be submitted in person, by postal mail or with the Financial Aid upload tool on the Financial Aid Page at www.coffeyville.edu.

Student Name: _____ ID Number: _____ DOB: _____

Email: _____

Step 1 - Household Information

1) Select your status. You are considered a dependent student if you were required to provide parental information on your FAFSA.

- Dependent Students:** List the people in your parents' household. Do not include foster children. Include:
- (1) yourself, **regardless of where you live**
 - (2) the parent(s) you listed on the FAFSA, **even if you do not live with them at this time.**
 - (3) your parents' other children, IF (a) your parents will provide more than half of the children's support from 7/1/19-6/30/20, or (b) the children will be considered dependent on their own FAFSA.
 - (4) Other people, if they now live with your parents, and your parents will provide more than half of their support from 7/1/19-6/30/20

- Independent Students:** List the people in your household. Do not include foster children. Include:
- (1) yourself
 - (2) your spouse, if you are married
 - (3) your children, IF (a) you will provide more than half of the children's support from 7/1/19-6/30/20
 - (4) Other people, if they now live with you, and you will provide more than half of their support from 7/1/19-6/30/20

| Full Name | Age | Relationship to Student | Attending College in 19/20? | Name of College Attending <small>(Student must be in at least half time. Do not include parents)</small> |
|-----------|-----|-------------------------|-----------------------------|---|
| | | Self | Yes | Coffeyville Community College |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Step 2 - Tax Forms & Income Information - Calendar Year 2017

| Student Information | Required Documentation | Parent Spouse Information |
|---|--|---|
| <input type="checkbox"/> I filed a Federal Income Tax Return → | <ul style="list-style-type: none"> • Use the IRS Data Retrieval Tool on the FAFSA OR • Submit a signed 2017 Tax Return OR • Order a Tax Return Transcript -Go to irs.gov and select "Get Your Tax Record." Mail, fax or scan transcript to the CCC Financial Aid Office | <input type="checkbox"/> I filed a Federal Income Tax Return ← |
| <input type="checkbox"/> I worked but am not required to file → | • Provide copies of all W2s from 2017 and, if you are a parent or independent student, a non-filer letter from IRS. | <input type="checkbox"/> I worked but am not required to file ← |
| <input type="checkbox"/> I did not work or earn income → | • Non-filer Letter - For parent and independent student only | <input type="checkbox"/> I did not work or earn income ← |

NON-TAX FILING PARENTS AND INDEPENDENT STUDENTS: Each non-tax filing parent and independent student who earned income in 2017 **must submit all W-2 forms received for 2017 and a verification of non-filer letter from the IRS.** If you did not keep copies of your W-2s, you may request a wage and income transcript from the IRS, or contact previous employers. "Verification on Non-Filing" may be ordered by submitting **IRS Form 4506-T** and check box 7. The form is available at <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>.

Step 3 - Certification: By signing this worksheet, I certify all the information reported is complete and correct.

Student Signature _____ Date _____ Student Name (Please Print) _____

Parent Signature (If student is dependent) _____ Date _____ Parent Name (Please Print) _____