



Verification

The Next Hurdle After the FAFSA

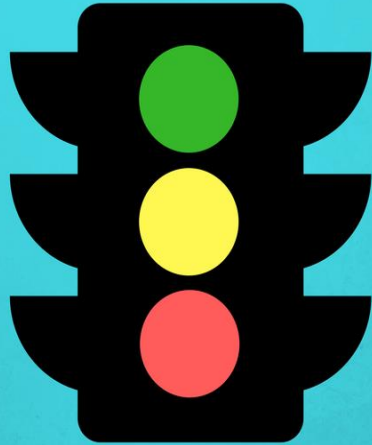
****Includes new acceptable documentation guidance received from the
Department of Education on 1/9/19**

Nikki Vachon
College Access Counselor



Who is FAME?

FAME helps Maine students reach their higher education goals by providing free information on planning, saving and paying for college



FAFSA VERIFICATION

- What is Verification?
- Who is selected? (Why was I selected?)
- How do I know if I've been selected?
- What is required

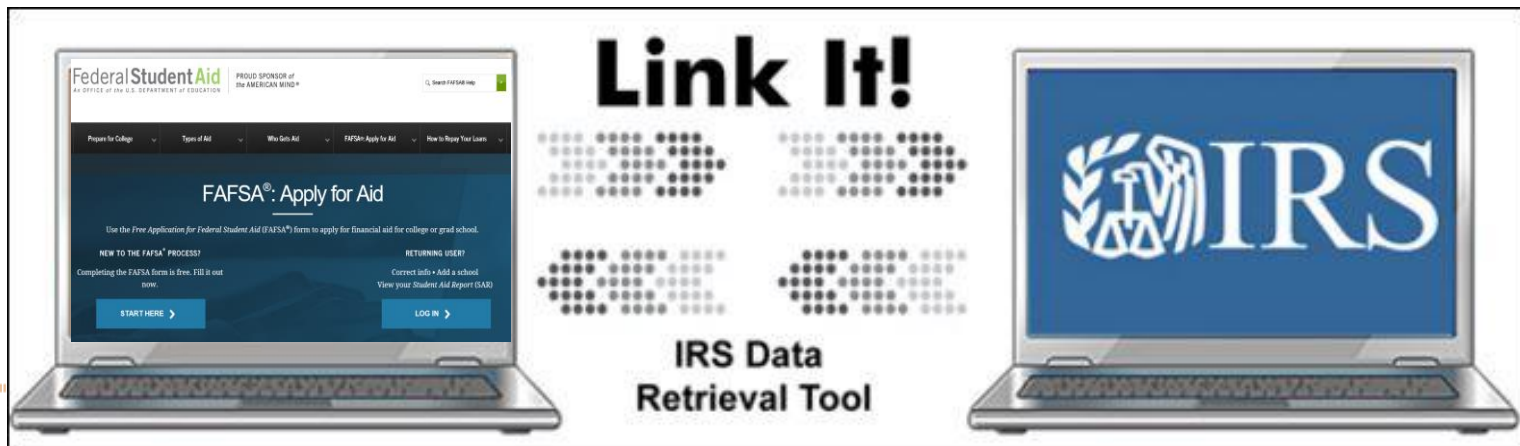
What is Verification?

Verification is the process to check the accuracy of the information provided by the student (and/or parent) when applying for Title IV federal student aid via the Free Application for Federal Student Aid (FAFSA).



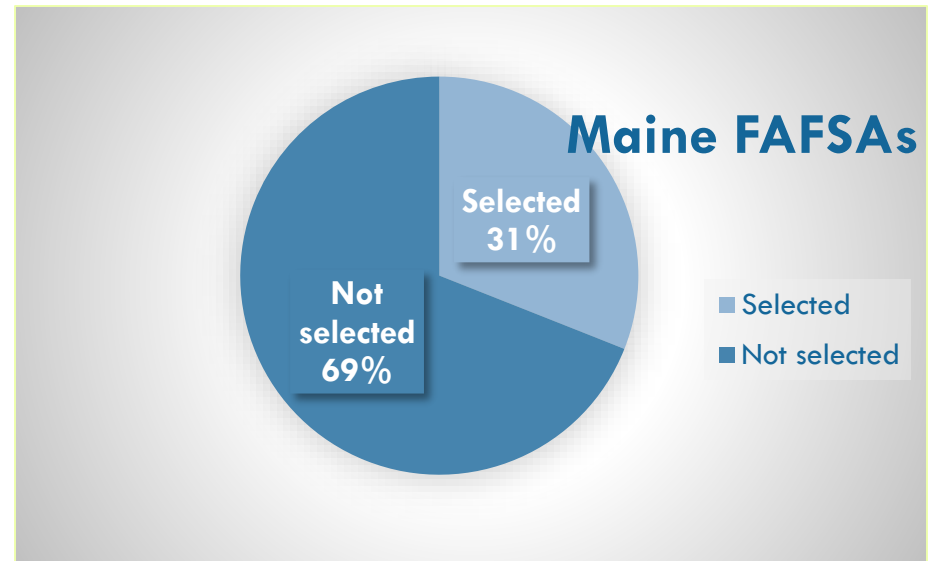
Who is selected?

- Estimated 30% of FAFSA filers are selected
- Some colleges verify some or 100% of applicants
- Being selected does **NOT** mean anything done wrong
- Those that do not use IRS Data Retrieval on the FAFSA are **MUCH** more likely to be selected



Maine FAFSA Applicants

- For 2018-2019, 47,399 applicants indicated they were pursuing either a first bachelor's degree or an associates degree.
 - Of the total:
 - 31% were selected for verification
 - 50% of Pell eligible students selected



How do I know if I was selected?

- It's on your Student Aid Report
 - Log in to FAFSA.gov
 - Click on “View or Print your Student Aid Report”

My FAFSA 2019-2020

Welcome, Dependent Data!

2019-2020

Current Application Status: Processed Successfully
Congratulations, your FAFSA was successfully processed.

What Happens Next

- Your FAFSA information was made available to the school(s) you listed on your FAFSA.
- Your school(s) will use your FAFSA information to determine the aid you may be eligible to receive.
- Your school(s) will contact you if they need more information or to discuss your financial aid award.
- If you have questions about your financial aid package contact your school(s).

You can also:

- [View or Print your Student Aid Report \(SAR\)](#)
- [Make FAFSA Corrections](#) to make a change, add a school, or transfer IRS data into your FAFSA
- [Create a shareable file with some of your student information using MyStudentData Download.](#)

Transaction History

Original Application

- Submitted: 10/14/18
- Processed: 10/15/18



for ME ✓

How do I know if I was selected?

Federal Student Aid FAFSASM




Form Approved
OMB No. 1845-0001
App. Exp. 12/31/2020

2019-2020

Electronic Student Aid Report (SAR)

The SAR summarizes the information you submitted on your 2019-2020 Free Application for Federal Student Aid (FAFSA).

Application Receipt Date:	11/14/2018	XXX-XX-5432 SM 01
Processed Date:	11/15/2018	EFC: 4828 * 
		DRN: 4484

Comments About Your Information

Learn about [federal tax benefits for education](#), including the *American Opportunity Tax Credit* (AOTC).

Based on the information we have on record for you, your EFC is 4828. You may be eligible to receive a Federal Pell Grant and other federal student aid. Your school will use your EFC to determine your financial aid eligibility for federal grants, loans, and work-study, and possible funding from your state and school.

Your FAFSA has been selected for a review process called verification. Your school has the authority to request copies of certain financial documents from you and your parent(s).


There is a limit to the total amount of Federal Pell Grants that a student may receive, which is the equivalent of 6 school years. Once a total amount of Pell Grant eligibility has been received, a student can no longer receive Pell Grant aid.

WHAT YOU MUST DO NOW (Use the checklist below to make sure that all of your issues are resolved.)

The parents' marital status you reported in Item 59 does not appear to agree with the parents' tax return filing status reported in Item 82. If one of these items is incorrect, click 'Make FAFSA Corrections' on the 'My FAFSA' page to make the correction. If the information you reported is correct, make sure the income information reported in Items 85 through 89, 93, and 94 correctly reflects your parents' 2017 income.

If you need to make corrections to your information, click 'Make FAFSA Corrections' on the 'My FAFSA' page using your FSA ID. If you need additional help with your SAR, contact your school's financial aid office or click the 'Help' icon on the FAFSA home page. If your mailing address or e-mail address changes, you can

How do I know if I was selected?



Gryffindor College
Office of Financial Aid

February 1, 2019

Mickey Mouse
5 Community Drive
Augusta, ME 04332-0949

Budget:

Tuition & Fees	\$3480
Books & Supplies	\$1300
Room & Board	\$8920
Miscellaneous	\$1500
Transportation	\$1400
Budget Total	\$16,600

Thank you for applying for financial aid at Gryffindor. This is your award letter for the 2019-20 academic year. Your financial aid eligibility is based on the information from your FAFSA (Free Application for Federal Student Aid). Please review the fund amounts listed below. You have the right to decline or reduce any of the amounts listed; if you wish to do so, please notify the office in writing.

Source	Fall	Spring	Total
Pell Grant	\$1485.00	\$1485.00	\$2970.00
Maine State Grant	\$750.00	\$750.00	\$1500.00
Quidditch Scholarship	\$800.00	\$800.00	\$1600.00
Federal Direct Subsidized Loan	\$1750.00	\$1750.00	\$3500.00
Federal Direct Unsubsidized Loan	\$1000.00	\$1000.00	\$2000.00
Total	\$5785.00	\$5785.00	\$11,570.00

Your estimated cost of attendance reflects what a typical Gryffindor College student may have for expense from their college bill and for living on campus. Your bill for tuition, fees and housing (if applicable) will be mailed to you directly from the Business Office.

Your FAFSA was selected for a review process called verification. Please see your student portal for a list of documents we will need in order to process your financial aid.

To log on to the student portal go to GriffindorStudent.edu. After logging in click on the "Students" tab and then click on "Financial Aid" to review the documents required under "Financial Aid Forms"

Please feel free to contact the Financial Aid Office by owl or stop in if you have any questions or concerns. Questions about your bill should be referred to the Business Office.



Hogwarts School of Witchcraft & Wizardry, NEASC Accredited
Draco Dormiens Nunquam Titillandus

Your FAFSA was selected for a review process called Verification ...

Works for ME ✓

What is being verified?

2013-14 Verification Tracking Groups

Tracking Group Flag	Verification Tracking Group	What is verified
V1	Standard Verification	Income info, Household size, # in college, Child support paid, SNAP
	SNAP Verification	Document SNAP Benefits
	Child Support Paid Verification	Document Child Support Paid
V4	Custom Verification Group	Verify Identity/Statement of Edu Purpose, High School Status, SNAP Benefits, child support paid
V5	Aggregate Verification Group	All V Groups

Items removed for 2017-18

■ DCL ID: GEN-16-07 (April 5, 2016)

2017–2018 Verification Tracking Groups

Based on our analysis of the results of prior years' verification requirements, we have made some Verification Tracking Group changes for 2017–2018:

- **Verification Tracking Group V6** – Based on our analysis of the results of assigning some applicants to Verification Tracking Group V6 (Household Resources Verification Group), we have determined that the burden on families selected for Verification Tracking Group V6 far outweighed the benefits. Therefore, beginning with the 2017–2018 FAFSA, we will no longer assign applicants to Verification Tracking Group V6. However, because Verification Tracking Group V6 was initially added to address concerns raised by some institutions that many applicants who report very low incomes compared to the size of their households are not selected for verification by the Department, institutions with continuing concerns are reminded of their option to require applicants, including those selected by the Department, to verify additional FAFSA information that the institution chooses.
- **Supplemental Nutrition Assistance Program (SNAP) and Child Support Paid** – Consistent with the removal of Verification Tracking Group V2 (SNAP Verification Group) for 2014–2015 and Verification Tracking Group V3 (Child Support Paid Verification Group) for 2016–2017, those two items will no longer be included in Verification Tracking Groups V1, V4, or V5 because our analysis shows no significant changes to applicants' expected family contributions (EFCs) due to SNAP or Child Support Paid being verified.

What is required to be verified?

2019-20 Verification Tracking Groups

Tracking Group Flag	Verification Tracking Group	What is verified
V1	Standard Verification	<ul style="list-style-type: none"> Income info Household size # in college
V4	Custom Verification Group	<ul style="list-style-type: none"> Verify Identity Statement of Educational Purpose High School Status
V5	Aggregate Verification Group	All V Groups (V1 + V4)



What is required to be verified?

	V1 Standard Tracking Group	V4 Custom Tracking Group	V5 Aggregate Tracking Group
Tax Filers			
Adjusted Gross Income	●		●
U.S. Income Tax Paid	●		●
Untaxed Portions of Individual Retirement Account (IRA) Distributions	●		●
Untaxed Portions of Pensions	●		●
IRA Deductions and Payments	●		●
Tax Exempt Interest Income	●		●
Education Tax Credits	●		●
Nontax filers			
Income Earned from Work	●		●
Number of Household Members	●		●
Number in College	●		●
High School Completion Status		●	●
Statement of Identity & Statement of Educational Purpose		●	●

Verification of Taxable Income Information

FAFSA data must be verified using either:

- Using the IRS Data Retrieval Tool (within the FAFSA)
- Submitting a signed copy of the federal tax return ***New**
- Submitting of Tax Return Transcript (From the IRS)
- Request a Tax Return Transcript:
 - at IRS.gov. Click on “Get Tax Record”
 - By calling the IRS at 1-800-829-1040
 - By faxing or mailing a 4506t to the IRS

Verifying Income for Nontax Filers

- Verification of Income for Nontax Filers
 - Income earned from work;
 - Copies of W-2s (if applicable); **AND**
 - IRS Verification of non-filing (VNF)
OR
 - If unable to receive VNF, schools can accept a signed statement certifying that the individual has: ***New**
 - attempted to obtain the VNF from the IRS or other tax authorities and was unable to obtain the required documentation; **and**
 - not filed a 2017 income tax return (for verification of 2019-20 FAFSA)
 - listed the sources of any 2017 income, and the amount of income from each source. If self-employed, the signed statement must also include the amount of AGI and U.S. income tax paid for the applicable tax year.

Works for ME ✓

NOTE: IRS Verification of Non-filing Letter (or signed statement that individual did not file a tax return) is **ONLY** required for:

- Parents of dependent student OR
- Independent students

Requesting a Verification of Non-Filing or Tax Return Transcript

Form 4506-T <small>(September 2018)</small> Department of the Treasury Internal Revenue Service		Request for Transcript of Tax Return ▶ Do not sign this form unless all applicable lines have been completed. ▶ Request may be rejected if the form is incomplete or illegible. ▶ For more information about Form 4506-T, visit www.irs.gov/form4506t .		OMB No. 1545-1872
<p>Tip. Use Form 4506-T to order a transcript or other return information free of charge. See the product list below. You can quickly request transcripts by using our automated self-help service tools. Please visit us at irs.gov and click on "Get a Tax Transcript..." under "Tools" or call 1-800-908-9946. If you need a copy of your return, use Form 4506, Request for Copy of Tax Return. There is a fee to get a copy of your return.</p>				
1a Name shown on tax return. If a joint return, enter the name shown first.		1b First social security number on tax return, individual taxpayer identification number, or employer identification number (see instructions)		
2a If a joint return, enter spouse's name shown on tax return.		2b Second social security number or individual taxpayer identification number if joint tax return		
3 Current name, address (including apt., room, or suite no.), city, state, and ZIP code (see instructions)				
4 Previous address shown on the last return filed if different from line 3 (see instructions)				
5a If the transcript or tax information is to be mailed to a third party (such as a mortgage company), enter the third party's name, address, and telephone number.				
5b Customer file number (if applicable) (see instructions)				
<p>Caution: If the tax transcript is being mailed to a third party, ensure that you have filled in lines 6 through 9 before signing. Sign and date the form once you have filled in these lines. Completing these steps helps to protect your privacy. Once the IRS discloses your tax transcript to the third party listed on line 5, the IRS has no control over what the third party does with the information. If you would like to limit the third party's authority to disclose your transcript information, you can specify this limitation in your written agreement with the third party.</p>				
6 Transcript requested. Enter the tax form number here (1040, 1065, 1120, etc.) and check the appropriate box below. Enter only one tax form number per request. ▶				
a Return Transcript, which includes most of the line items of a tax return as filed with the IRS. A tax return transcript does not reflect changes made to the account after the return is processed. Transcripts are only available for the following returns: Form 1040 series, Form 1065, Form 1120, Form 1120-A, Form 1120-H, Form 1120-L, and Form 1120S. Return transcripts are available for the current year and returns processed during the prior 3 processing years. Most requests will be processed within 10 business days. <input type="checkbox"/>				
b Account Transcript, which contains information on the financial status of the account, such as payments made on the account, penalty assessments, and adjustments made by you or the IRS after the return was filed. Return information is limited to items such as tax liability and estimated tax payments. Account transcripts are available for most returns. Most requests will be processed within 10 business days. <input type="checkbox"/>				
c Record of Account, which provides the most detailed information as it is a combination of the Return Transcript and the Account Transcript. Available for current year and 3 prior tax years. Most requests will be processed within 10 business days. <input type="checkbox"/>				
7 Verification of Nonfiling, which is proof from the IRS that you did not file a return for the year. Current year requests are only available after June 15th. There are no availability restrictions on prior year requests. Most requests will be processed within 10 business days. <input type="checkbox"/>				
8 Form W-2, Form 1099 series, Form 1098 series, or Form 5498 series transcript. The IRS can provide a transcript that includes data from these information returns. State or local information is not included with the Form W-2 information. The IRS may be able to provide this transcript information for up to 10 years. Information for the current year is generally not available until the year after it is filed with the IRS. For example, W-2 information for 2011, filed in 2012, will likely not be available from the IRS until 2013. If you need W-2 information for retirement purposes, you should contact the Social Security Administration at 1-800-772-1213. Most requests will be processed within 10 business days. <input type="checkbox"/>				
<p>Caution: If you need a copy of Form W-2 or Form 1099, you should first contact the payer. To get a copy of the Form W-2 or Form 1099 filed with your return, you must use Form 4506 and request a copy of your return, which includes all attachments.</p>				
9 Year or period requested. Enter the ending date of the year or period, using the mm/dd/yyyy format. If you are requesting more than four years or periods, you must attach another Form 4506-T. For requests relating to quarterly tax returns, such as Form 941, you must enter each quarter or tax period separately.				
<p>Caution: Do not sign this form unless all applicable lines have been completed.</p>				
<p>Signature of taxpayer(s). I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer. Note: This form must be received by IRS within 120 days of the signature date.</p>				
<input type="checkbox"/> Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-T. See instructions.		Phone number of taxpayer on line 1a or 2a		
Sign Here	Signature (see instructions)		Date	
	Title (if line 1a above is a corporation, partnership, estate, or trust)			
	Spouse's signature		Date	
For Privacy Act and Paperwork Reduction Act Notice, see page 2.		Cat. No. 37607N		Form 4506-T (Rev. 9-2018)

- If requesting a Tax Return Transcript check off box 6a
- If requesting a Verification of Non-filing letter be sure to check off line 7

Works for ME ✓

Verification of Household Info

- Verification of Household Information
 - Household size
 - Number in college

List the people in your parent(s)' household, include:

- Yourself; and
- Your parent(s), including stepparent, (as listed on your FAFSA) even if you don't live with your parent(s); and
- Your parent(s)' other children, even if they don't live with your parent(s), if
 - (a) Your parent(s) will provide more than half of their support from July 1, 2019 through June 30, 2020, or
 - (b) The children would be required to provide parental information when applying for Federal Student Aid;
 and
- 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 from July 1, 2019 through June 30, 2020.

Provide the name of the college being attended by any household member listed below, excluding parent(s), who will be enrolled at least half-time in a degree, diploma, or certificate program at an eligible post-secondary educational institution any time between July 1, 2019 and June 30, 2020.

Full Name	Age	Relationship	College	Will be enrolled at least Half Time (Yes or No)
<i>Joe Student (example)</i>	<i>18</i>	<i>Self</i>	<i>XYZ College</i>	<i>Yes</i>

Special Situations – Auto-Zero EFC

Special Situations – Auto-Zero EFC

- Many dependent students meet the Auto- Zero criteria:
 - Parents combined AGI (or income earned from work for non-filers) less than \$26,000 (for 2017) AND
 - Any household member received a federally means tested benefit for 2017 or 2018 (SSI, Food Stamps, Free and Reduced Lunch, TANF or WIC);
 - OR Parents are not required to complete IRS Form 1040;
 - OR either parent is a Dislocated Worker.

Special Situations – Auto-Zero EFC

- Skip logic in the FAFSA allows parents and students to skip questions and even entire sections – including the financial income section.
- Skipped information isn't required and ignored if provided.

Parent Skip Remaining Questions?

Student Demographics ✓ School Selection ✓ Dependency Status ✓ Parent Demographics ✓ Financial Information ✎ Sign & Submit Confirmation

PARENT INFORMATION

Do you want to skip the remaining questions about your and your parents' income and assets? ?

Yes No

PREVIOUS NEXT

Special Situations – Auto-Zero EFC

“Students who are eligible for an automatic zero EFC.

*A dependent student in this category who is placed in Verification Tracking Group V1 or V5 must verify his parents’ **AGI if they were tax filers and their income earned from work if they were non-tax filers.***

He must also verify high school completion status and identity and sign a statement of educational purpose if in group V5.

An independent student must verify:

- 1. his and, if applicable, his spouse’s AGI if they were tax filers;*
- 2. their income earned from work if they were non-tax filers;*
- 3. his high school completion status and identity and sign a statement of educational purpose if in group V5; and*
- 4. the number of household members to determine if the student has any dependents other than a spouse.”*

Works for ME ✓

Auto Zero Verification Items

Auto - Zero V1	Dependent Students	Independent Students
Parent - Tax Filer		
Adjusted Gross Income	●	
Student (and spouse if applicable) - Tax filer		
Adjusted Gross Income		●
Nontax filers		
Parent's Income Earned from Work	●	
Student's (and spouse if applicable) Income Earned from Work		●
Number of Household Members		●



Pages skipped for Dep., Non-tax filer, AZ eligible, & SLR allows skipping



Other Types of Verification Documents


- High School Completion Status
 - HS diploma or equivalency
 - US or foreign school
- Identity/Statement of Educational Purpose
 - Student must appear in person with valid ID and sign a statement of educational purpose “that certifies who they are and that the federal student aid they may receive will only be used for educational purposes and for the cost of attending school,” *FSA Handbook, AVG, Chap 4 pg. 88*

What if the student's/family's situation has changed affecting their ability to pay for college? They should appeal or ask for a Professional Judgment from the college Financial Aid Office.

- What qualifies?
 - Any situation not captured on the FAFSA or that requires clarification
 - One time lump sum receipt of income, such as an inheritance
 - Changes to household or income information *after* filing the FAFSA
 - Divorce or separation
 - Death in the family
 - Loss or significant reduction of income
 - Major out of pocket medical expenses
 - Student dependency status concerns:
 - Homelessness or risk of homelessness
 - Emancipated minors
 - Extenuating circumstances regarding ability to provide parental information

- Sept. 2018 – IRS starting redacting info on Tax Return Transcripts

Changes were outlined in IRS News Release 2018-171



Internal Revenue Service
United States Department of the Treasury

This Product Contains Sensitive Taxpayer Data

Tax Return Transcript

Request Date: 06-09-2018
 Response Date: 06-09-2018
 Tracking Number: 100200235179
Customer File Number: 0987654321

SSN Provided: XXX-XX-5084
Tax Period Ending: Dec. 31, 2017

The following items reflect the amount as shown on the return (PR), and the amount as adjusted (PC), if applicable. They do not show subsequent activity on the account.

SSN: XXX-XX-5084
SPOUSE SSN:
NAME(S) SHOWN ON RETURN: DRAK
ADDRESS: 123 DA

FILING STATUS: Single
 FORM NUMBER: 1040
 CYCLE POSTED: 20181005
 RECEIVED DATE: Jan.15, 2018
 REMITTANCE: \$0.00
 EXEMPTION NUMBER: 1
 DEPENDENT 1 NAME CTRL:
 DEPENDENT 1 SSN:
 DEPENDENT 2 NAME CTRL:
 DEPENDENT 2 SSN:
 DEPENDENT 3 NAME CTRL:
 DEPENDENT 3 SSN:
 DEPENDENT 4 NAME CTRL:
 DEPENDENT 4 SSN:
 PTIN:
 PREPARER EID:

Income

WAGES, SALARIES, TIPS, ETC:	\$13,000.00
TAXABLE INTEREST INCOME: SCH B:	\$0.00
TAX-EXEMPT INTEREST:	\$0.00
ORDINARY DIVIDEND INCOME: SCH B:	\$0.00
QUALIFIED DIVIDENDS:	\$0.00
REFUNDS OF STATE/LOCAL TAXES:	\$0.00



Changes to Tax Return Transcripts

Tax Return Transcripts will now display the following information:

- Last 4 digits of any SSN listed on the transcript (e.g. XXX-XX-1234)
- Last 4 digits of any EIN listed on the transcript (e.g. XX-XXX1234)
- Last 4 digits of any account or telephone number
- First 4 characters of the last name of any individual
- First 4 characters of a business name
- First 6 characters of the street address, including spaces
- All money amounts, including balance due, interest and penalties

Changes to Tax Return Transcripts

Form 4506-T
(September 2018)
Department of the Treasury
Internal Revenue Service

Request for Transcript of Tax Return
 ▶ Do not sign this form unless all applicable lines have been completed.
 ▶ Request may be rejected if the form is incomplete or illegible.
 ▶ For more information about Form 4506-T, visit www.irs.gov/form4506t.

OMB No. 1545-1872

Tip. Use Form 4506-T to order a transcript or other return information free of charge. See the product list below. You can quickly request transcripts by using our automated self-help service tools. Please visit us at irs.gov and click on "Get a Tax Transcript..." under "Tools" or call 1-800-908-9946. If you need a copy of your return, use Form 4506, Request for Copy of Tax Return. There is a fee to get a copy of your return.

1a Name shown on tax return. If a joint return, enter the name shown first.	1b First social security number on tax return, individual taxpayer identification number, or employer identification number (see instructions)
2a If a joint return, enter spouse's name shown on tax return.	2b Second social security number or individual taxpayer identification number if joint tax return
3 Current name, address (including apt., room, or suite no.), city, state, and ZIP code (see instructions)	
4 Previous address shown on the last return filed if different from line 3 (see instructions)	
5a If the transcript or tax information is to be mailed to a third party (such as a mortgage company), enter the third party's name, address, and telephone number.	
5b Customer file number (if applicable) (see instructions)	

Caution: If the tax transcript is being mailed to a third party, ensure that you have filed in lines 6 through 9 before signing. Sign and date the form once you have filed in these lines. Completing these steps helps to protect your privacy. Once the IRS discloses your tax transcript to the third party listed on line 5, the IRS has no control over what the third party does with the information. If you would like to limit the third party's authority to disclose your transcript information, you can specify this limitation in your written agreement with the third party.

6 Transcript requested. Enter the tax form number here (1040, 1065, 1120, etc.) and check the appropriate box below. Enter only one tax form number per request. ▶

a Return Transcript, which includes most of the line items of a tax return as filed with the IRS. A tax return transcript does not reflect changes made to the account after the return is processed. Transcripts are only available for the following returns: Form 1040 series, Form 1065, Form 1120, Form 1120-A, Form 1120-H, Form 1120-L, and Form 1120S. Return transcripts are available for the current year and returns processed during the prior 3 processing years. Most requests will be processed within 10 business days

b Account Transcript, which contains information on the financial status of the account, such as payments made on the account, penalty assessments, and adjustments made by you or the IRS after the return was filed. Return information is limited to items such as tax liability and estimated tax payments. Account transcripts are available for most returns. Most requests will be processed within 10 business days

c Record of Account, which provides the most detailed information as it is a combination of the Return Transcript and the Account Transcript. Available for current year and 3 prior tax years. Most requests will be processed within 10 business days

7 Verification of Nonfiling, which is proof from the IRS that you **did not** file a return for the year. Current year requests are only available after June 15th. There are no availability restrictions on prior year requests. Most requests will be processed within 10 business days

8 Form W-2, Form 1099 series, Form 1098 series, or Form 5498 series transcript. The IRS can provide a transcript that includes data from these information returns. State or local information is not included with the Form W-2 information. The IRS may be able to provide this transcript information for up to 10 years. Information for the current year is generally not available until the year after it is filed with the IRS. For example, W-2 information for 2011, filed in 2012, will likely not be available from the IRS until 2013. If you need W-2 information for retirement purposes, you should contact the Social Security Administration at 1-800-772-1213. Most requests will be processed within 10 business days

Caution: If you need a copy of Form W-2 or Form 1099, you should first contact the payer. To get a copy of the Form W-2 or Form 1099 filed with your return, you must use Form 4506 and request a copy of your return, which includes all attachments.

9 Year or period requested. Enter the ending date of the year or period, using the mm/dd/yyyy format. If you are requesting more than four years or periods, you must attach another Form 4506-T. For requests relating to quarterly tax returns, such as Form 941, you must enter each quarter or tax period separately.

Caution: Do not sign this form unless all applicable lines have been completed.

Signature of taxpayer(s). I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer. **Note:** This form must be received by IRS within 120 days of the signature date.

Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-T. See instructions.

Phone number of taxpayer on line 1a or 2a

Sign Here

Signature (see instructions) Date

Title (if line 1a above is a corporation, partnership, estate, or trust)

Spouse's signature Date

Form 4506-T (Rev. 9-2018)

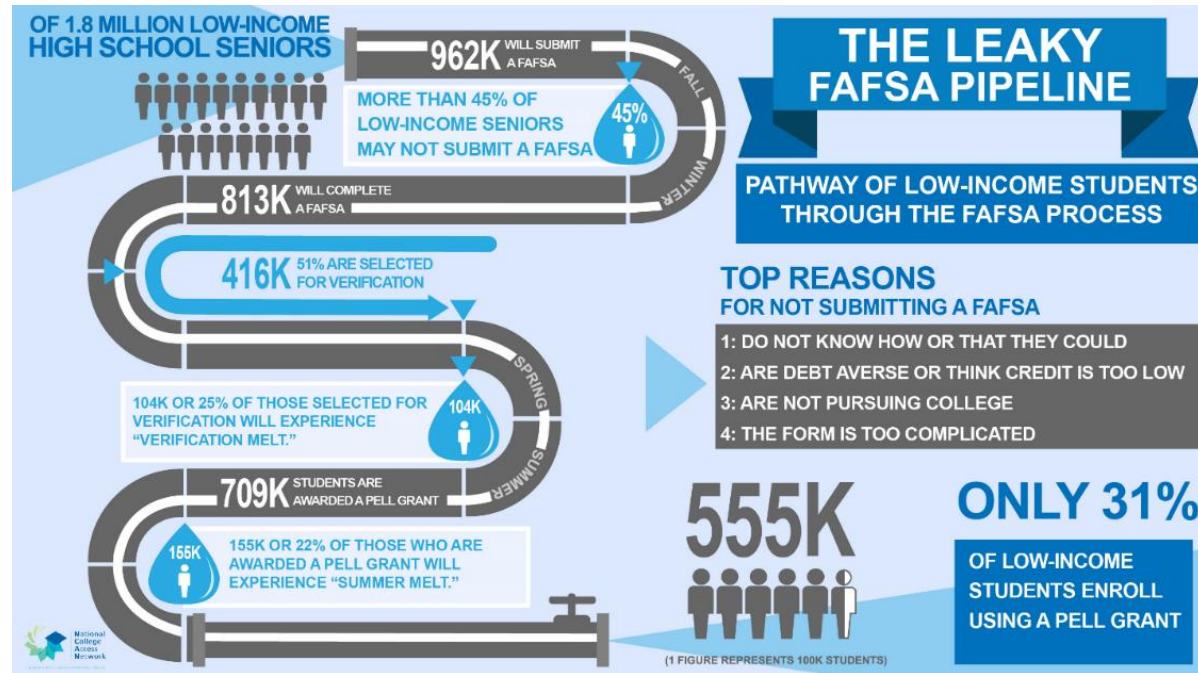
- You can now enter a “Customer File Number” on the Request For Transcript of Tax Return.
- Use this line to enter a students Student ID number (do not include parts of the tax payer SSN)

Works for ME ✓

Changes to Tax Return Transcripts

- In the spring of 2019 the IRS plans to remove the option for requesting third-party receipt of tax information from Form 4506-T. Instead, transcripts will be mailed **only** to the taxpayer's address of record
- Colleges can opt to participate in the IRS' Income Verification Express Services (IVES) program by registering for e-Services on IRS.gov

- Can processes be simplified?
- Two primary areas of focus:
 - Required documentation
 - Communication



Sample Verification Worksheets

Independent Student Verification

Your Free Application for Federal Student Aid (FAFSA) was selected for review called "Verification." Being selected does not mean you've done anything wrong! It does require us, as your school, to review the information provided on your application and document your FAFSA information and your financial documents, corrections may need to be made.

We cannot process your financial aid until verification has been completed, so please complete all applicable items, sign and return this form as soon as possible to our office. Please contact us if you have questions.

Student Last Name _____ Student First Name _____

Address (include apt. no.) _____

City _____ State _____ Zip _____

Section A: Family Information

List the people in your (the student's) household, include:

- Yourself; and
- Your spouse, if you are married; and
- Your children and your spouse's children if you or your spouse are the primary caregiver from July 1, 2019 through June 30, 2020, even if a child does not live with you;
- Other people if they now live with you and you or your spouse provide more than half of their support from July 1, 2019 through June 30, 2020.

Provide the name of the college being attended by any household member listed below, excluding parent(s), who will be enrolled at least half-time in a degree, diploma, or certificate program at an eligible institution any time between July 1, 2019 and June 30, 2020.

Full Name	Age	Relationship	College	Will be enrolled at least Half Time (Yes or No)
Suzy Smith (example)	18	Self	XYZ College	Yes

Dependent Auto-Zero Student Verification

Your Free Application for Federal Student Aid (FAFSA) was selected for review called "Verification." Being selected does not mean you've done anything wrong! It does require us, as your school, to review the information provided on your application and document your FAFSA information and your financial documents, corrections may need to be made.

We cannot process your financial aid until verification has been completed, so please complete all applicable items, sign and return this form as soon as possible to our office. Please contact us if you have questions.

Student Last Name _____ Student First Name _____ Student M.I. _____ Student ID Number _____

Address (include apt. no.) _____

City _____ State _____ Zip _____

Parent Income for Work Information

Did your parent file taxes for 2017? If so, using the [IRS Data Retrieval Tool](#) (See page 2 for instructions on how to use it), see page 2.

Check the **ONE** box that applies:

- My parent(s) have filed a 2017 federal income tax return and I have attached my parent(s)' 2017 IRS income information in the FAFSA to transfer 2017 IRS income information into the FAFSA.
- My parent(s) have filed or are required to file a 2017 federal income tax return but I have not attached my parent(s)' 2017 W-2s, completed the box for Verification of Non-filing Letter (See page 2 for instructions on how to obtain an IRS Verification of Nonfiling Letter).
- My parent(s) were employed in 2017 and did not and are not required to have attached my parent(s)' 2017 W-2s, completed the box for Verification of Non-filing Letter (See page 2 for instructions on how to obtain an IRS Verification of Nonfiling Letter).

Employer's Name	2017 Annual Income

- My parent(s) have not filed and are not required to file a 2017 federal income tax return. I have attached my parent(s)' 2017 income earned from work in 2017. I have attached my parent(s)' 2017 W-2s, completed the box for Verification of Non-filing Letter (See page 2 for instructions on how to obtain an IRS Verification of Nonfiling Letter).

Each person signing this worksheet certifies that all of the information provided is true and correct. I am the student and one parent whose information was reported on the FAFSA.

Student Signature _____ Date _____ Parent Signature _____
Return by mail to: School address

Dependent Student Verification Worksheet 2019-2020

Your Free Application for Federal Student Aid (FAFSA) was selected by the U.S. Dept. of Education for a review process called "Verification." Being selected does not mean you've done anything wrong! It does require us, as your school, to review the information provided on your application and document that it is correct. If there are differences between your FAFSA information and your financial documents, corrections may need to be made.

We cannot process your financial aid until verification has been completed, so please complete all applicable items, sign and return this form as soon as possible to our office. Please contact us if you have questions.

Student Last Name _____ Student First Name _____ Student M.I. _____ Student ID Number _____

Address (include apt. no.) _____ Student Date of Birth _____
(/)

City _____ State _____ Zip Code _____ Preferred Phone Number _____

Section A: Family Information

List the people in your parent(s)' household, include:

- Yourself; and
- Your parent(s), including stepparent, (as listed on your FAFSA) even if you don't live with your parent(s); and
- Your parent(s)' other children, even if they don't live with your parent(s), if (a) your parent(s) will provide more than half of their support from July 1, 2019 through June 30, 2020, or (b) the children would be required to provide parental information when applying for Federal Student Aid; and
- 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 from July 1, 2019 through June 30, 2020.

Provide the name of the college being attended by any household member listed below, excluding parent(s), who will be enrolled at least half-time in a degree, diploma, or certificate program at an eligible post-secondary educational institution any time between July 1, 2019 and June 30, 2020.

Full Name	Age	Relationship	College	Will be enrolled at least Half Time (Yes or No)
Suzy Smith (example)	18	Self	XYZ College	Yes



Justin Draeger

@justindraeger

Following



FSA will allow signed copies of tax returns to verify income. And aid offices can accept signed statements of verification of non-filing... more coming. [#FSATC2018](#) Big Victories in our attempt to balance student burden and program integrity!



Tyler Pruett

@tylerpruett

Follow



This got a loud cheer which reminds me what a bunch of nerds we finaid people are [#FSATC2018](#)

Rachel Fishman  @higheredrachel

FSA will also move to accepting tax returns for income verification instead of only tax transcripts. (Hooray!!). [#FSATC2018](#)

SIMPLE STEPS TO TRANSFER TAX INFORMATION INTO YOUR FAFSA® FORM

The IRS Data Retrieval Tool (IRS DRT) Electronically Transfers Your Federal Tax Return Information Into Your FAFSA® Form

WHY

EASY Transfer info with the click of a button.

FAST Instantly retrieve your information.

ACCURATE Correctly fill in your information.

HOW



1 Log in to your current FAFSA® form or start a new application at fafsa.gov.

2 In the finances section of the online form, you will see a "Link to IRS" button if you are eligible to use the IRS DRT.

3 Click the "Link to IRS" button and log in with your FSA ID to be transferred to the IRS to retrieve your info.

4 Once at the IRS site, enter your information exactly as it appears on your federal income tax return and click the "Submit" button.

5 Check the "Transfer My Tax Information into the FAFSA® form" box, and click the "Transfer Now" button.*

6 You will know that your federal tax return information has been successfully transferred because the words "Transferred from the IRS" will display in place of the IRS information in your FAFSA form.

*For your protection, your tax information will not be displayed on either the IRS site or fafsa.gov.

The IRS DRT can be used by both students and parents.

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To learn more about the IRS DRT, visit StudentAid.gov/irsdrt

- **Federal Register Notice of Information to be Verified for the 2019-2020 Award Year** **March 28, 2018** <https://ifap.ed.gov/fregisters/attachments/FR032818.pdf>
- **Dear Colleague Letter GEN 18-03** **March 29, 2018**
<https://ifap.ed.gov/dpcletters/GEN1803.html>
- **2019-2020 FAFSA Verification Suggested Text** **June 8, 2018**
<https://ifap.ed.gov/eannouncements/060818VerifiSuggestedTextPackage1920.html>
- **2019-2020 ISIR Guide** **September 6, 2018**
<https://ifap.ed.gov/eannouncements/090618ISIRGuide20192020.html>
- **IRS Announced Updated Tax Transcripts Redacting Sensitive Information** **October 4, 2018**
<https://ifap.ed.gov/eannouncements/100418IRSAnnUpdatedTaxTranscriptsRedactSenInfo.html>
- **Verification Q & As**
<https://www2.ed.gov/policy/highered/reg/hearulemaking/2009/verification.html>



Questions?

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