

Student's Name: _____ ID: _____

C. Independent Student's Income Information to Be Verified

Instructions: *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If you have not already used the tool, go to FAFSA.gov, log in to your FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if you are eligible to use the IRS Data Retrieval Tool to transfer 2016 IRS income tax information into your FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you need more information about when, or how to use the IRS Data Retrieval Tool see your financial aid administrator.*

Check the box that applies:

- I, the student **HAVE FILED A 2016 AN AMENDED FEDERAL TAX RETURN**, you must provide:
 - A signed copy of the original 2016 income tax return that was filed or a 2016 tax return transcript; **and**
 - A signed copy of the 2016 IRS Form 1040X, "Amended US Individual Income Tax Return,".
- I, the student **HAVE FILED A 2016 FEDERAL TAX RETURN** but was the victim of identity theft you must obtain a Tax Return Data Base View (TRDBV) for the 2016 tax year by calling IRS at 1-800-908-4490; **and** you must submit IRS Form I-4039 "Identity Theft Affidavit" **and/or** a police report filed by the tax filer.
- I, the student **HAVE FILED A 2016 NON-IRS INCOME TAX RETURN** with Puerto Rico, another U.S. territory (e.g., Guam, American Samoa, the U.S. Virgin Islands, the Northern Marianas Islands), or with a foreign county, must provide a signed copy of that 2016 income tax return(s) .
- I, the student, **HAVE FILED A 2016 TAX RETURN** and have used the IRS Data Retrieval Tool in FAFSA on the Web to transfer my (and, if married, my spouse's) 2016 IRS income information into my FAFSA, either on the initial FAFSA or when making a correction to the FAFSA.
- I, the student, **HAVE FILED A 2016 TAX RETURN** but I am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and I will submit to the school **2016 IRS tax return transcript(s)**. (not photocopies of the income tax return). *To obtain an IRS tax return transcript, go to www.IRS.gov and click "Get a tax transcript" under Tools. You will have the option of choosing "Get Transcript ONLINE" or Get Transcript by MAIL." You may also call the IRS at 1-800-908-9946. Make sure to request the "IRS tax return transcript" and not the "IRS tax account transcript." It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you are married and you and your spouse filed separate 2016 tax returns, you must submit tax return transcripts for both you and your spouse.*
- I the student **DID NOT FILE A 2016 TAX RETURN** (and/or the student's spouse if married) **was not employed** and had no income earned from work in 2016. Please complete a low income verification form. If you did not file taxes in 2016 you will need to get a "Verification of Non-filing Letter" from the IRS by filling out the Form 4506-T and checking box 7.
- The student **DID NOT FILE A 2016 TAX RETURN BUT** (and/or the student's spouse if married) **was employed** in 2016 and has listed below the names of all employers, the amount earned from each employer in 2016, and whether an IRS W-2 form is attached. Attach copies of all 2016 W-2 forms issued to you (and, if married, to your spouse) by employers. If you did not file taxes in 2016 you will need to get a "Verification of Non-filing Letter" from the IRS by filling out the Form 4506-T checking box 7. *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and SSN at the top.*

Employer's Name	Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	\$2,000	Yes

D. Certification and Signature - By signing below, you certify that the information reported complete and correct.

Student's Signature

Date

WE DO NOT ACCEPT FAXED COPIES

Please submit all documents to:

South Florida State College ~ Financial Aid Office, Bldg. B ~ 600 W. College Drive ~ Avon Park, FL 33825