



2018-2019 DEPENDENT AGGREGATE VERIFICATION FORM

Office of Financial Aid

Your 2018-2019 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law requires that before awarding federal student aid, the SCC Financial Aid Office must ask you to confirm the information you and/or your parents reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA application with the information on this worksheet and any other required documents. If there is conflicting information, your FAFSA application 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(s) to the SCC Financial Aid Office. We may ask for additional documentation. If you have questions about verification, please contact the Financial Aid Office as soon as possible so your financial aid will not be delayed.

A. Student Information (Please complete with blue/black ink only)

Last Name	First Name	M.I.	SCC ID Number
Street Address (include apt. number)			E-mail address
City	State	Zip Code	Phone Number

B. Dependent Student's Family Information

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

- **Yourself and your parent(s) (including a stepparent), even if you do not 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, 2018 through June 30, 2019, or if the other children would be required to provide parental information on the 2018-2019 FAFSA/California Dream Application. ***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 financial support through June 30, 2019.***

Include the name of the college for any household member, excluding your parent(s)' college, 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, 2018 and June 30, 2019. *If more space is needed, attach a separate page with the student's name and SCC Student ID number at the top.*

Full Name	Age	Relationship	College	Will be enrolled at least half-time?
<i>Missy Jones (example)</i>	18	Sister	Central University	Yes
		Self	Solano Community College	

C. Student's 2016 Income Verification Fill out one applicable section:

Student 2016 Tax Return Filers

Important note: If the student filed or will file an amended 2016 IRS tax return, the student must contact the SCC Financial Aid office before completing this section.

Instructions: Complete this section if the **student filed or will file** a 2016 IRS income tax return. The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) on the FAFSA at www.fafsa.ed.gov. In most cases, no further documentation is needed to verify 2016 income information that was transferred into the student's FAFSA using the IRS DRT if that information *was not* changed by the FAFSA filer.

Check the box that applies:

The student has used the **IRS Data Retrieval tool** on the FAFSA to retrieve and transfer 2016 IRS income information into the application, either on the initial FAFSA or when making a correction to FAFSA (not applicable to California Dream students).

The student is unable or chooses not to use IRS Data Retrieval tool on the FAFSA and **must provide a 2016 IRS Tax Return Transcript.**

Student 2016 Nontax Filers

Instructions: Complete this section and attach **2016 W-2 (s) or 2016 Wage & Income Transcript** if necessary, if the student **will not file and is not required to file** a 2016 IRS income tax return.

Check the box that applies:

The student was not employed and had no income from work in 2016.

The student was employed in 2016 and has listed below the names of all employers and the amount earned from each employer in 2016. Attach copies of **all 2016 W-2(s)** issued to the student by employers. *List every employer even if they did not issue a W-2.*

Employer's Name	2016 Amount Earned
Suzy's Auto Body Shop (example)	\$2,000

What is the IRS Data Retrieval Tool (IRS DRT)?

The IRS DRT allows applicants who have already filed their federal income tax returns to prefill the answers to some questions on the FAFSA by transferring data from their federal income tax returns.

How do I use the IRS Data Retrieval Tool?

Log into your FAFSA to access the IRS Data Retrieval Tool and follow the instructions provided on the FAFSA. You should not use this tool if any of the following conditions apply for 2016:

- You filed an amended federal tax return
- Your federal tax filing status is married, filing separately
- You filed both, a federal tax return and a foreign tax return

How do I obtain a 2016 IRS Tax Return Transcript (for tax-filers) or 2016 Wage & Income Transcript (for nontax-filers)?

Get Transcript by MAIL – go to www.irs.gov, under **Tools** click “Get a tax transcript.” Click “Get Transcript by MAIL.” Make sure to request the “**IRS Tax Return Transcript**” and **NOT** the “IRS Tax Account Transcript.” Delivers return transcript in 5-10 calendar days via postal mail to the address on record.

Get Transcript ONLINE – go to www.irs.gov, under the Tools heading, click “Get a tax transcript.” Click “Get Transcript ONLINE.” Make sure to request the “**IRS Tax Return Transcript**” and **NOT** the “IRS Tax Account Transcript.” Verification of Non-filing available as well. Immediately displays PDF version of the **Tax Return Transcript, Record of Account Transcript, Wage & Income Transcript and/or Verification of Non-filing**, for users to view, print, and/or save. Requires additional authentication to establish a user account.

Automated Telephone Request – 1-(800)-908-9946. Make sure to request the “**IRS Tax Return Transcript**” **NOT** the “IRS Tax Account Transcript.” Delivers IRS Tax Return Transcript within 5-10 calendar days.

Paper Request Form – IRS Form 4506-T. Delivers **IRS Tax Return Transcript, Record of Account Transcript, Wage & Income Transcript and/or Verification of Non-filing** within 5-10 calendar days.

In most cases, for electronic tax return filers, 2016 IRS income tax return information is available for the IRS DRT or the IRS Tax Return Transcript within 2–3 weeks after the 2016 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2016 paper IRS income tax returns, the 2016 IRS income tax return information is available for the IRS DRT or the IRS Tax Return Transcript within 6–8 weeks after the 2016 paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about using the IRS DRT or obtaining an IRS Tax Return Transcript.

D. Parent's 2016 Income Verification Fill out one applicable section:

Parent 2016 Tax Return Filers

Important note: If the student's parent(s) filed or will file an amended 2016 IRS tax return, the student must contact the SCC Financial Aid office before completing this section.

Instructions: Complete this section if the **student's parent(s) filed or will file** a 2016 IRS income tax return. The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) on the FAFSA at www.fafsa.ed.gov. In most cases, no further documentation is needed to verify 2016 income information that was transferred into the student's FAFSA using the IRS DRT if that information was *not* changed by the FAFSA filer.

Check the box that applies:

The student's parent(s) has used the **IRS Data Retrieval tool** on the FAFSA to retrieve and transfer 2016 IRS income information into the application, either on the initial FAFSA or when making a correction to FAFSA (not applicable on California Dream applications).

The student's parent(s) is unable or chooses not to use IRS Data Retrieval tool on the FAFSA and **must provide a 2016 IRS Tax Return Transcript or signed copy of the 2016 IRS federal income tax return**. Please attach to this worksheet.

Parent 2016 Nontax Filers

Instructions: Complete this section and **attach proof of non-filing from the IRS, 2016 W-2(s) and/or 2016 Wage & Income Transcript** if necessary, if the student's parent(s) will not file and is not required to file a 2016 income tax return with the IRS.

Check the box that applies:

The student's parent(s) was not employed and had no income from work in 2016.

The student's parent(s) was employed in 2016 and has listed below the names of all employers and the amount earned from each employer in 2016. Attach copies of **all 2016 W-2(s)** issued by employers. *List every employer even if they did not issue a W-2.*

Employer's Name	2016 Amount Earned
Suzy's Auto Body Shop (example)	\$2,000

What if my parent(s) or I...	Please provide:
Amended the Tax Return for 2016?	<ul style="list-style-type: none"> A 2016 IRS Tax Return Transcript, AND A signed copy of the 2016 IRS 1040X that was filed
Filed a Tax Return extension for 2016?	<ul style="list-style-type: none"> A copy of IRS form 4868 that was filed with the IRS for tax year 2016, AND A copy of the IRS's approval of an extension beyond the automatic six-month extension if requested for tax year 2016, AND Verification of Non-filing Letter (confirmation that the tax return has not yet been filed) from the IRS dated on or after Oct. 1, 2017, AND All 2016 W2s and 1099s, OR If self-employed, a signed statement certifying the amount of the individual's Adjusted Gross Income (AGI) and the U.S. Income Tax Paid for tax year 2016
Filed a Foreign Tax Return for 2016?	<ul style="list-style-type: none"> A signed and translated copy. Convert all figures to U.S. dollars.
Was a Victim of IRS Tax-Related Identity Theft?	<ul style="list-style-type: none"> A Tax Return Database View (TRDBV) obtained from the IRS, AND A statement signed and dated by the tax filer indicating that he/she was a victim of IRS tax-related identity theft and that the IRS is aware of the tax-related identity theft <p>Tax filers may obtain a TRDBV transcript and inform the IRS of the tax-related identity theft by contacting the IRS's Identity Protection Specialized Unit (IPSU) at 1-(800)-908-4490</p>

E. Student's High School Completion Status

Provide one of the following documents as proof of your high school completion status for when you begin college in 2018-2019:

- I have a high school diploma**
- A copy of my high school diploma is attached
 - A copy of my final, official high school transcript is attached (must include date of graduation)
- I have a GED**
- A copy of my GED Certificate is attached
 - A copy of my GED Transcript is attached
- I received a State Certificate**
- A copy of my state-recognized high school equivalent certificate is attached
- I was home schooled**
- A copy of California home school academic transcript is attached (must be signed by the parent or guardian of the home school)
 - A copy of my home school credential is attached (if homeschooled outside the state of California)
- I have a foreign high school diploma**
- A copy of my "secondary school leaving certificate" or similar government document is attached
- None of the above**
- A signed statement stating I excelled academically in high school is attached
 - An academic transcript showing successful completion of a two-year college program is attached (must be acceptable for full credit toward a bachelors degree)
 - A copy on my Ability-to-Benefit (ATB) test with a passing score is attached (must be dated **prior** to July 1, 2012)
 - An official college transcript with at least 6 completed credit hours toward a degree or certificate is attached (must have been earned **prior** to July 1, 2012)

F1. Statement of Educational Purpose and Identity Verification

Instructions: Check one of the boxes below. If unable to appear in person at the Solano Community College, please check the second box and read additional instructions below.

- I am appearing in person with my valid government-issued photo ID (drivers license, state identification card, or passport). **Sign Statement of Educational Purpose on the next page then continue to page 6 section G.**

FAO use only: <input type="checkbox"/> Made ID copy <input type="checkbox"/> Date stamped <input type="checkbox"/> Staff initials: _____

- I am unable to appear in person and have attached a notarized copy of this form **AND** a copy of my valid government-issued photo ID (drivers license, state identification card, or passport). **Sign the Statement of Educational Purpose then continue to section F2.**

**Identity and Statement of Educational Purpose
(To be signed at the institution OR in the presence of a Notary)**

The student must appear in person at Solano Community College to verify his or her identity by presenting an unexpired valid government-issued photo ID such as a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose provided below.

Statement of Educational Purpose

I certify that I _____ 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 Solano Community College for 2018-2019.

(Print Student's Name)

Student's Signature

Date

SCC ID Number

F2. Notary's Certificate of Acknowledgement (complete only if unable to appear in person)

NOTE: If the student is unable to appear in person at Solano Community College to verify his or her identity, the student must provide to the institution:

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement on page 2, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; **AND**
- (b) The original Statement of Educational Purpose on page 2, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

State of _____ City/County of _____
State City or County

On _____, before me, _____
Date Notary's name

personally appeared, _____, and proved to me on basis of
Printed name of signer

of satisfactory evidence of identification _____
Type of government-issued photo ID provided

to be the above-named person who signed the foregoing instrument. **WITNESS my hand and official seal**

Notary Signature

My commission expires on _____
Date

PLEASE NOTE: Notary section is for students who cannot appear in person. Faxed copies will not be accepted.

Notary Seal

G. Certification and Signatures

I affirm that the information provided in this application and other financial aid documents is true and correct to the best of my knowledge. I have reviewed, understand and agree to the conditions, responsibilities and obligations in order to receive financial aid for the 2018-2019 academic year as stated in the Award Terms and Conditions and Satisfactory Academic Progress Policy, available on the SCC Financial Aid website at www.solano.edu.

Student Signature

Date

Parent Signature (required for dependent students)

Date