



# V5 Independent Verification Document (V5-IND)

Your Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. Federal law states that prior to awarding Federal Student Aid, we must verify the information reported on your FAFSA. In order to complete the verification process, we may request additional documentation and confirm the accuracy of the information provided. If there are discrepancies, we will make all necessary corrections for you. You and the *parent listed on your FAFSA* must complete, sign, and submit this document along with any required documentation. Additional information may be requested. If you have questions about verification, contact your financial aid counselor in a timely manner in order to avoid delays in processing.

Please state which term and aid year that you will be attending:

## A. STUDENT'S INFORMATION

First Name:  MI:  Last Name:  Student's ID #:

Student's Street Address (include apt. no.):

City:  State:  Zip Code:

Student's Date of Birth:  Student's Email Address:

Student's Home Phone Number (include area code):  Student's Alternate or Cell Phone:

## B. VERIFICATION OF IRS INCOME TAX RETURN INFORMATION FOR STUDENT TAX FILERS

Important Note: *The instructions below apply to the dependent student. If the student filed, or will file, an amended IRS tax return, see the previous section (D) for further instructions.*

Instructions: Complete the following section if the dependent student filed or will file an IRS income tax return(s). *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) on the Financial Information tab of FAFSA at [www.fafsa.gov](http://www.fafsa.gov).* In most cases, no further documentation is needed, if the information that was transferred to the FAFSA was not changed.

In most cases, for electronic filers, IRS tax return information for the IRS DRT is available within 2–3 weeks after the electronic tax return has been accepted by the IRS. Generally, for filers of paper tax returns, information is available within 8–11 weeks after the paper tax return has been received by the IRS. Contact the financial aid office if more information is needed about using the IRS DRT.

### Check the box that applies:

- The student has used the IRS DRT in *FAFSA on the Web* to transfer IRS income tax return information into the student's FAFSA.
- The student has not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer IRS income tax return information into the student's FAFSA once the IRS income tax return has been filed.
- The student is unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school an IRS Tax Return Transcript (s). (signature not required)

AND/OR

To obtain an IRS Tax Return Transcript, go to [www.irs.gov](http://www.irs.gov) and select "Get Transcript of Your Tax Records" under orange Tool tab. Then select "Get Transcript On-line" and proceed to create an account. Retrieve the IRS Code from the email address you provided (please note, the IRS Code will expire in 30 min.) Enter your personal information, select Higher Education/Student Aid, and select the correct filing year, completing steps 1-6. Your Tax Return Transcript is available immediately for print.

In most cases, for electronic filers, an IRS Tax Return Transcript may be requested from the IRS within 2–3 weeks after the tax return has been accepted by the IRS. Generally, for filers of a paper return, the tax return transcript may be requested within 8–11 weeks after the return has been received by the IRS.

### Check the box that applies:

- Check here if an IRS Tax Return Transcript (s) is provided.
- Check here if an IRS Tax Return Transcript (s) will be provided later.

## C. VERIFICATION OF INCOME INFORMATION FOR STUDENT NON-TAX FILERS

The instructions and certifications below apply to the student. Complete this section if the dependent student will not file and is not required to file a income tax return with the IRS.

- The student was not employed and had no income earned from employment.
- The student was employed and has listed below the names of all employers, the amount earned from each employer, and whether an IRS W-2 form is provided. (Provide copies of all IRS W-2 forms issued to the student by their employers). List every employer even if the employer did not issue an IRS W-2 form.

If more space is needed, please contact our office via email at [documents@ega.edu](mailto:documents@ega.edu). **\*\*INCLUDE** your Student ID#, along with Employer's Name, Amount Earned, and if W-2 was provided. You may upload your W-2's using the browse tab below.

Please note\*\* NO PICTURES of W-2's will be accepted. If you are not able to upload your W-2's please mail (Office of Student Affairs, 131 College Circle, Swainsboro 30401) or fax (478-289-2353) or email ([documents@ega.edu](mailto:documents@ega.edu)) the W-2's with the Student ID# listed on the front of the W-2's.

Student's First Name\*  Student's Last Name\*  Student ID #:\*

Employer's Name	Amount Earned	IRS W-2 Provided?
<i>Suzy's Auto Shop (example)</i>	<i>\$2,000.00</i>	<i>YES</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

**D. VERIFICATION OF INCOME INFORMATION FOR INDIVIDUALS WITH UNUSUAL CIRCUMSTANCES**

*(Select parent and/or student, and any of the below circumstances that may apply to your individual circumstances. Review carefully the noted documentation required.)*

**Check if Applicable**  **INDIVIDUALS GRANTED A FILING EXTENSION BY THE IRS**

⊖

If an individual is required to file a IRS tax return and has been granted a filing extension by the IRS, provide the following documents:

- A copy of the IRS form 4868, "Application for Automatic Extension of Time to File U.S. Individual Income Tax Return," that was filed with the IRS for the year;
- A copy of the IRS's approval of an extension beyond the automatic six-month extension if the individual requested an additional extension of the filing time for the tax year; and
- A copy of IRS W-2 for each source of employment income received for the tax year and, 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 the tax year.

**Check if Applicable**  **INDIVIDUALS WHO HAVE FILED AN AMENDED IRS TAX RETURN**

⊖

If an individual filed an amended IRS tax return, provide the following:

- A signed copy of the original IRS tax return that was filed with the IRS OR an IRS Tax Return Transcript; and
- A signed copy of the IRS form 1040X, "Amended Individual Income Tax Return," that was filed with the IRS.

**Check if Applicable**  **INDIVIDUALS WHO WERE VICTIMS OF IRS IDENTITY THEFT**

⊖

- A victim of IRS identity theft who is not able to obtain an IRS Tax Transcript or use the IRS DRT must contact the IRS at 1-800-908-4490. Upon authentication of the tax filer's identity, the IRS will provide, by U.S. Postal Service, a printout of the tax filer's IRS tax return.

**Check if Applicable**  **INDIVIDUALS WHO FILED NON-IRS INCOME TAX RETURNS**

⊖

- An individual filed or will file an 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 country, must provide a signed copy of that particular income tax return(s).

**E. NUMBER OF HOUSEHOLD MEMBERS AND NUMBER IN COLLEGE (INDEPENDENT STUDENT)**

The Student's household Includes:

- The student.
- The student's 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 1st through June 30th, even if the children do not live with the student.
- Other people if they now live with the student, and the student or spouse provides more than half of their support and will continue to provide more than half of their support through June 30th.

List ALL people in the student's household as described above.

However, list the name of the college for any household member, 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 1st and June 30th.

If additional space is needed, please contact our office via email at [documents@ega.edu](mailto:documents@ega.edu) **\*\*INCLUDE your Student ID#, along with Household Member's Name, Age, Relation to Student, College Name, and Enrollment Status.**

Student's First Name\*

Student's Last Name\*

Student Identification (ID) #\*

**NUMBER OF HOUSEHOLD MEMBERS AND NUMBER IN COLLEGE (cont'd)  
(INDEPENDENT STUDENT)**

Full Name	Age	Relationship	College	Half-time Enrollment (Yes or No)

**F. RECEIPT OF SNAP BENEFITS**

I certify  received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) anytime during the past two years.

SNAP may be known by another name in some states. For assistance in determining the name used in a state, please call 1-800-4FED-AID (1-800-433-3243).

No SNAP benefits were not received at any time during the past two years.

Note: If we have reason to believe that the information regarding the receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefits at any time during the past years.

**G. CHILD SUPPORT PAID**

One of the household members paid child support. List below the names of the persons who paid the child support, the names of the persons to whom the child support was paid, the names of the children for whom the child support was paid, and the total annual amount of child support that was paid for each child.

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2012

If additional space is needed, please contact our office via email at [documents@ega.edu](mailto:documents@ega.edu). \*\*INCLUDE your Student ID#, along with the Name of the person that paid the Child Support, Name of person to Whom the support was paid to, Relation to Student, Child's Name that the support was paid for, and amount of Child Support paid.

Note: If we have reason to believe that the information regarding child support paid is not accurate, we may require additional documentation, such as:

\*A copy of the separation agreement or divorce decree that shows the amount of child support to be provided;

\*A statement from the individual receiving the child support certifying the amount of child support received; or

\*Copies of the child support payment checks or money order receipts.

**H. IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE**

You are *required* to complete the "Identity and Statement of Educational Purposes" form in person at East Georgia State College or in front of a notary. You must also provide a valid government-issued *photo* ID, such as a driver's license or passport. The institution will maintain a copy of the photo ID and annotate it with the date it was received and reviewed, as well as the name of the official at the institution authorized to collect the ID.

Please select one of the following links below to complete the form:

Complete *in person*-[Statement of Educational Purpose](#)

Complete *in front of a Notary*-[Statement of Educational Purpose Notarized](#)

Student's First Name\*

Student's Last Name\*

Student Identification (ID) #\*

WARNING: If you purposely  
give false or misleading  
information you may be fined,  
be sentenced to jail, or both.

**Certification and Signature**

The person(s) signing below certifies that all of the  
information reported is complete and correct.  
The student and one parent whose information was  
reported on the FAFSA must sign electronically and date.

\*\*Please continue to the next page in order to sign electronically.

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

(Financial Aid Office Use Only)

KEY\_AIDYEAR: \*

KEY\_BAND: \*

Processed By: \*