



V1 Dependent Verification Document (V1-DEP)

Your Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. Federal law states, 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, as well as 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 PRIOR YEAR IRS INCOME TAX RETURN INFORMATION FOR PARENT TAX FILERS

Important Note: The instructions below apply to the parent and spouse, if the parent is married. Notify the financial aid office if the parent and/or spouse filed separate IRS income tax returns.

Instructions: Complete this section if the parent and/or spouse 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) located on the financial information tab, on the FAFSA, at www.fafsa.gov.* In most cases, no further documentation is needed to verify IRS income tax return information when using the IRS DRT, as long as that information was not changed after the transfer.

In most cases, for electronic filers, IRS income tax return information for the IRS DRT is available within 2–3 weeks after the electronic IRS income tax return has been accepted by the IRS. Generally, for filers of paper IRS income tax returns, the IRS income tax return information is available for the IRS DRT within 8–11 weeks after the 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.

Check the box that applies:

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

AND/OR

To obtain an IRS Tax Return Transcript, go to www.irs.gov and select "Get Transcript of your Tax Records" under orange Tool tab. Then you will select "Get Transcript On-line" and proceed to create an account. Retrieve the IRS Code from the email address you provided (please note, 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 immediately available 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 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 PRIOR YEAR INCOME INFORMATION FOR PARENT NON-TAX FILERS

The instructions and certifications below apply to the parent(s)/step-parent. Complete this section if the parent(s)/step-parent will not file and are not required to file an income tax return with the IRS.

Check the box that applies:

- The parent(s)/step-parent were not employed and had no income earned.
- The parent(s)/step-parent were employed in and have 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 parent(s)/step-parent 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. **INCLUDE the 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 the W-2(s) to: Office of Financial Aid, 131 College Circle, Swainsboro 30401 or fax to (478-289-2353) or email to documents@ega.edu 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?
Suzy's Auto Shop (example)	\$2,000.00	YES

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.)

Student Parent

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

If an individual is required to file an 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;
- A copy of the IRS's approval of an extension beyond the automatic six-month extension if the individual requested an additional extension of filing; and
- A copy of IRS W-2 for each source of employment income received 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.

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 the income tax return(s).

E. 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 2013 IRS tax return, see the previous section (D) for further instructions.

Instructions: Complete the following section if the dependent student filed or will file a 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. 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)

Student's First Name* Student's Last Name* Student Identification (ID)#*

To obtain an IRS Tax Return Transcript, go to 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.

F. 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 an 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. **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 Financial Aid, 131 College Circle, Swainsboro 30401) or fax (478-289-2353) or email (documents@ega.edu) the W-2's with the Student ID# listed on the front of the W-2's.

Employer's Name	Amount Earned	IRS W-2 Provided?
Suzy's Auto Shop (example)	\$2,000.00	YES

G. NUMBER OF HOUSEHOLD MEMBERS AND IN COLLEGE (Dependent Student)

The Parent's household Includes:

- §The student.
- §The parent(s) (including a step-parent) even if the student does not live with the parents.
- §The parent's other children if the parent(s) will provide more than half of their support from July 1st, through June 30th, or if the other children would be required to provide parental information if they were completing a FAFSA. Include children who meet either of these standards even if the children do not live with the parent(s).
- §Other people if they now live with the parent(s), and the parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30th.

List below ALL people, in the parent's household as described above.

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

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

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

Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible post-secondary educational institutions is inaccurate.

Student's First Name*

Student's Last Name*

Student Identification (ID) #*

H. RECEIPT OF SNAP BENEFITS

The parent(s) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) anytime during the last two years. certify that

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 last 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 during the last two years.

I. CHILD SUPPORT PAID

One of the parents or the student in the household paid child support in the last year. 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.

If additional space is needed, please contact our office via email at 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.

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 2015

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.

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

Certifications and Signatures

Each person 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: _____
Parent's Signature: _____ Date: _____

(Financial Aid Office Use Only)

KEY_AIDYEAR:

KEY_BANDID:

Processed By: