



**Financial Aid Priority Deadlines:**

Fall 2017: 06/29/17  
 Spring 2018: 11/01/17  
 Summer 2018: 04/19/18

Office of Financial Aid

**V5 Aggregate**

**2017-2018 Verification Worksheet for Independent Students**

Your 2017-2018 Free Application for Federal Student Aid (FAFSA) was selected for a process called verification. Before awarding financial aid, we are required to confirm the accuracy of the information you reported on your FAFSA. **Please be advised that your verification documents will not be reviewed until all requested items are received.** Please check your Student Account in BannerWeb to determine what required documents are needed.

**A. Student's Information**

Student's Last Name      First Name      M.I      Student ID

**B. Student's Family/ Household Information**

**Your household should include:**

- ❖ Yourself
- ❖ Your spouse, *if married.*
- ❖ Your children, *if you will provide more than 50% of their support from July 1, 2017 through June 30, 2018, they are under 24 and unmarried.*
- ❖ Legal dependents, *if they live with you and you provide more than 50% of their support and will continue to provide more than 50% of their support through June 30, 2018.*

**The number in college should include:**

- ❖ Yourself
- ❖ Your spouse, *if they will be enrolled at least ½ time.*
- ❖ Your children, *if they will be enrolled at least ½ time and would be required to provide parent information the FAFSA*

Full Name	Age	Relationship	College	Will be enrolled at least ½ time?
		Self	NGTC	Yes

**C. Income Information**

Per Department of Education regulations, 1040, 1040A and 1040EZ forms cannot be accepted for verification. To get a copy of your Tax Return Transcript, visit [www.irs.gov/individuals/get-transcript](http://www.irs.gov/individuals/get-transcript) . **Please make sure to request the 2015 Tax Return Transcript, NOT the Tax Account Transcript.**

**Check the box that applies to YOU and/or your spouse (if married):**

**1. Did you or your spouse file a 2015 Federal Income Tax Return with the IRS? If so, check one:**

I used the IRS Data Retrieval Tool in the FAFSA to transfer tax return information.

**OR**

I am providing my 2015 Tax Return Transcript. **If filed married separately, I will also provide my spouse's 2015 Tax Return Transcript.**

**2. If you or your spouse did not file a 2015 Federal Income Tax Return with the IRS, check one:**

Neither my spouse nor I were employed in 2015 and did not earn income from work in 2015. **I will complete the Student Non-Filer Form.**

**OR**

Either my spouse and/or I were employed in 2015, but neither of us were required to file income taxes for 2015. **I will submit all W-2's or the IRS Wage & Income Transcript.**

**D. High School Completion Status**

- ❖ The verification group that you have been placed by the Department of Education in requires that the Financial Aid Office receive valid documentation of your high school completion.
- ❖ **Please Note: If this information is already on file with the NGTC Office of Admissions, you are not required to attach a copy of the official document to this worksheet.**

**Please check the box that indicates your high school completion status:**

- A copy of the student's high school diploma.
- A copy of the student's final official high school transcript that shows the date when the diploma was awarded.
- A state certificate or transcript received by a student after the student passed a State authorized examination (GED test, HiSET, TASC, or other State-authorized examination) that the State recognizes as the equivalent of a high school diploma.
- For students who completed secondary education in a foreign country, a copy of the "Secondary school leaving certificate" or other similar document.
- An academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.

Student's Name: \_\_\_\_\_ Last 4 Digits of Student's SSN: \_\_\_\_\_

- For a homeschooled student in a state where state law requires the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.
- For a homeschooled student in a state where state law does not require the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by the student's parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting.

**A student who is unable to obtain the documentation listed above must contact the financial aid office.**

## E. Certification and Signature

**Certification and Signature:**

Each person signing this worksheet certifies that all of the information reported on this worksheet is complete and correct. The student must sign and date.

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

**Signatures must be wet signature, not computer generated.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature (optional)

\_\_\_\_\_  
Date

*Revised: 2/20/17*

***You should make a copy of this worksheet for your records.***

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