



**C. Independent Student’s Income Information to be Verified**

**\*If the student filed taxes, complete step 1. Leave step 2 blank.**

**\*If the student did not file taxes, complete step 2. Leave step 1 blank.**

**1. TAX RETURN FILERS—Important Note:** If you (or your spouse, if married) filed, or will file, an amended 2015 IRS tax return, you must contact your financial aid office before completing this section.

**Instructions:** Complete this section if the student filed or will file a 2015 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student has not already used the tool, s/he should go to FAFSA.gov, log in to the student’s FAFSA record, select “Make FAFSA Corrections,” and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the student is eligible to use the IRS Data Retrieval Tool to transfer 2015 IRS income tax information into his/her FAFSA. It takes us to three weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and 8-11 weeks for paper IRS tax return filers.*

**Check the box that applies:**

- I, the student, have used the IRS Data Retrieval Tool in FAFSA on the Web to transfer my (and, if married, my spouse’s) 2015 IRS income information into my FAFSA, either on the initial FAFSA or when making a correction to the FAFSA.
- I, the student, have not yet used the IRS Data Retrieval Tool, but I will use the tool to transfer my (and, if married, my spouse’s) 2015 IRS income information into my FAFSA once I have filed my 2015 IRS tax return. *We cannot complete the verification process until your (and, if married, your spouse’s) IRS information has been transferred into your FAFSA.*
- I, the student, am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and I will submit to the school **2015 IRS tax return transcript(s)**—not a photocopy of the income tax return.

To obtain a 2015 IRS Tax Return Transcript, go to [www.IRS.gov](http://www.IRS.gov) and click on the “Order a Return or Account Transcript” link. Make sure to request the “IRS Tax Return Transcript” and not the “IRS Tax Account Transcript.” Use the Social Security number and date of birth of the first person listed on the 2015 IRS income tax return and the address on file with the IRS (normally this will be the address used on the 2015 IRS income tax return). In most cases, for electronic filers, a 2015 IRS Tax Return Transcript may be requested from the IRS within 2-3 weeks after the 2015 IRS income tax return has been accepted by the IRS (8-11 weeks for paper filers).

If the student and spouse filed separate 2015 IRS income tax returns, 2015 IRS Tax Return Transcripts must be provided for both.

- Check here if an IRS tax return transcript(s) is attached to this worksheet.
- Check here if IRS tax return transcript(s) will be submitted to your school later. Verification cannot be completed until the IRS tax return transcript(s) has been submitted to your school.

**2. TAX RETURN NONFILERS**—Complete this section if you, the student (and, if married, your spouse), will not file and are not required to file a 2015 income tax return with the IRS.

**Check the box that applies:**

- The student (and, if married, the student’s spouse) was not employed and had no income earned from work in 2015.
- The student (and/or the student’s spouse if married) was employed in 2015 and has listed below the names of all employers, the amount earned from each employer in 2015, and whether an IRS W-2 form is attached. Attach copies of all 2015 W-2 forms issued to you (and, if married, to your spouse) by employers. *List every employer even if the employer did not issue an IRS W-2 form.*

Employer’s Name	2015 Amount Earned	IRS W-2 Attached?
<i>Suzy’s Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes</i>

**\*If no W-2 is available, please indicate the reason (employer didn’t provide, not enough earned, self-employed, other).**

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**D. Independent Student's Other Information to Be Verified**

1. Complete this section if someone in the student's household (listed in Section B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) any time during the 2014 or 2015 calendar years.

The student certifies that \_\_\_\_\_, a member of the student's household, received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2014 or 2015.

2. Complete this section if you or your spouse, if married, paid child support in 2015.

Either, I, or if married my spouse who is listed in Section B of this worksheet, paid child support in 2015. I have indicated below the name of the person who paid the child support, the name of the person to whom the child support was paid, the names of the children for whom child support was paid, and the total annual amount of child support that was paid in 2015 for each child. If asked by my school, I will provide documentation of the payment of child support.

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Age of Child for Whom Support was Paid	Amount of Child Support Paid in 2015
<i>Marty Jones(example)</i>	<i>Chris Smith</i>	<i>Terry Jones</i>	<i>14</i>	<i>\$6,000.00</i>

**E. Certification and Signature**

I certify that all of the information reported on this worksheet is complete and correct. The student must sign this worksheet. If married, the spouse's signature is optional.

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature

\_\_\_\_\_  
Date

*You should make a copy of this worksheet for your records.  
Do not mail this worksheet to the U.S. Department of Education.  
Submit this worksheet to the Northwestern College financial aid office.*

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*Email = [finaid@nwciova.edu](mailto:finaid@nwciova.edu)*

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