2015-2016 Verification Worksheet
Independent Student – V1

A. Student Information

<table>
<thead>
<tr>
<th>Last name</th>
<th>First Name</th>
<th>M.I.</th>
<th>Social Security Number</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

<table>
<thead>
<tr>
<th>Address (include apt. no.)</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
<th>Date of Birth</th>
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</thead>
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<table>
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<tr>
<th>Email Address</th>
<th>Phone Number</th>
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B. Family Information

List below the people in your household. Include:
- Yourself and your spouse, if you are married.
- You and your spouse’s children, if you or your spouse will provide more than half of their support between July 1, 2015 and June 30, 2016, even if the children do not live with you and your spouse.
- Other people, if they now live with you, and you or your spouse provides more than half of their support and you will continue to provide more than half of their support between July 1, 2015 and June 30, 2016.

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Age</th>
<th>Relationship</th>
<th>Name of College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Missy Jones (example)</td>
<td>27</td>
<td>Wife</td>
<td>Central University</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Self</td>
<td>Midland University</td>
</tr>
</tbody>
</table>

C. Additional Information

Check the boxes that apply.

Did someone listed in Section B receive benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2013 or 2014?

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
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</thead>
</table>

Did someone listed in Section B pay or receive child support in 2014? If yes, complete the chart below.

Note: Additional documentation may be requested.

<table>
<thead>
<tr>
<th>Name of Person Who Paid Child Support</th>
<th>Name of Person to Whom Child Support was Paid</th>
<th>Name and Age of Child for Whom Support was Paid</th>
<th>Amount of Child Support Paid in 2014</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>
D. 2014 Income Information – Student and Spouse (if married)

Check ONE box below that applies. If married and only one spouse worked, you’ll need to check two boxes.

☐ You have used the IRS Data Retrieval Tool to transfer yours and your spouse’s (if applicable) 2014 IRS income information into your FAFSA by following the Income Verification Instructions found on the last page of this worksheet.

☐ You have printed a copy of yours and your spouse’s (if applicable) 2014 IRS tax return transcript by following the Income Verification Instructions found on the last page of this worksheet. Note: Income tax return is not acceptable.

☐ You and your spouse (if applicable) were employed, but have not and will not file a 2014 federal income tax return with the IRS. You have completed the chart below and attached copies of W-2 forms or other earnings statements.

<table>
<thead>
<tr>
<th>Employer’s Name</th>
<th>2014 Amount Earned</th>
<th>IRS W-2 Attached?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suzy’s Auto Body Shop (example)</td>
<td>$2,000.00</td>
<td>Yes</td>
</tr>
</tbody>
</table>

☐ You were not employed and had no income earned from work in 2014.

☐ Your spouse was not employed and had no income earned from work in 2014.

F. Certification and Signatures

By signing below, you and your spouse (if married) certify the information reported is complete and correct to the best of your knowledge and you agree, if asked, to provide information that will verify the accuracy of your completed worksheet.

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

________________________________________________________________________
Student Signature

________________________________________________________________________
Spouse Signature (if married)

Please submit this worksheet and any required documents to the Financial Aid Office at Midland University.

Mail: Attn: Financial Aid Office
Midland University
900 N. Clarkson Street
Fremont, NE  68025

Email: finaid@midlandu.edu
Fax: 402-941-6225
Income Verification Instructions

(Please choose ONE of the options below)

NOTE: THE OPTIONS BELOW WILL NOT BE AVAILABLE UNTIL THE IRS ACCEPTS YOUR TAXES, WHICH CAN TAKE AT LEAST 3 WEEKS FROM THE DATE FILED. PLEASE WAIT TO RETURN THE VERIFICATION WORKSHEET UNTIL YOU ARE ABLE TO COMPLETE ONE OF THE OPTIONS BELOW.

FAFSA IRS Data Retrieval Tool (preferred option – fast, easy, and secure)

1. Click Login at www.fafsa.ed.gov.
2. Enter the student’s name, social security number, and date of birth. Click Next.
3. Click Make FAFSA Corrections if the FAFSA has previously been submitted.
4. Enter student’s PIN and create a password. Click Next.
5. Click on Financial Information at the top.
6. Under the Student Financial Information heading, select Already Completed if a tax return has been submitted.
7. Select the correct answer for each of the questions (Yes or No).
   - If No is selected for all questions, proceed to #8 below.
   - If Yes is selected for any questions, the option to link to the IRS is unavailable. Please print a tax transcript (instructions below).
8. Click LINK TO IRS.
9. Click OK to leave FAFSA on the Web.
10. Click OK to enter the IRS website.
11. Enter requested information exactly how it appears on the IRS income tax return and click Submit.
12. Check the box to transfer the tax information into the FAFSA and click Transfer Now.
13. Scroll to the bottom of the page and click Next.
14. Click on Sign & Submit at the top.
15. Proceed with signing and submitting the FAFSA. A confirmation number displays to verify submission.
16. The MU financial aid office will be automatically notified of the new FAFSA submission with transferred tax data.

Print a Tax Transcript

1. To print a tax return transcript online, go to www.irs.gov and click Get Transcript of Your Tax Records.
2. Click Get Transcript Online.
3. Click Get Started.
4. Enter the required information and click Send Email Confirmation Code.
5. Enter the confirmation code provided in the email from the IRS. Click Continue.
6. Enter the required personal information. NOTE: The address entered should be the address used for taxes.
7. Click Continue.
8. Answer the validation questions. Click Continue.
9. Select Higher Education/Student Aid as the reason for requesting the tax transcript. Click GO.
10. Click the appropriate hyperlinked tax return transcript year, which will open a PDF version.
11. Right-click the screen to select a print option.
12. Send the tax transcript(s) to the MU financial aid office, along with the completed worksheet.

If you receive an error message when attempting to verify your income and you believe that it may be a tax related issue, such as an incorrect address, please contact the IRS at 1-800-829-1040.