



2018-2019 Parent Income Form



This form cannot be faxed.
 Email scanned copy to: financialaid@labette.edu
 or
 Return this form to the address below.
 Labette Community College
 Financial Aid
 200 South 14th · Parsons, KS 67357

Your FAFSA was selected for a review process called “**VERIFICATION.**” Return this form with documents attached, if required. If you do not complete the verification process, you forfeit federal student aid eligibility, including student loans. Aid will not disburse if verification is not complete.

If your Parent(s) were required to File a Federal Tax Return, Check the box that applies:

- The parent(s) have used the IRS DRT in *FAFSA on the Web* to transfer 2016 IRS income tax return information into the student’s FAFSA.
- The parent(s) have not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2016 IRS income tax return information into the student's FAFSA.
- The parent(s) are unable or choose not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a **2016 IRS Tax Return Transcript(s)**. A **2016 IRS Tax Return Transcript** may be obtained through:
 Get Transcript by MAIL – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript." The transcript is generally received within 10 business days from the IRS’s receipt of the online request.
 Get Transcript ONLINE – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript." To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user’s name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS’s two-step authentication.
Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS’s receipt of the telephone request.
Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS’s receipt of the paper request form.

If your Parent(s) were NOT required to file a Federal Tax Return, Check the box that applies:

- Neither parent(s) was employed, and neither had income earned from work in 2016.
- One or both parent(s) were employed in 2016 and have listed below the names of all employers, the amount earned from each employer in 2016, and whether an IRS W-2 form or an equivalent document is provided. [Provide copies of all 2016 IRS W-2 forms issued to the parents by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

Employer’s Name	Annual Amount Earned in 2016	IRS W-2 Provided?
<i>ABC’s Auto Body Shop (example)</i>	<i>\$4,500.00</i>	<i>Yes</i>
Total Amount of Income Earned From Work	\$	

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 and date.

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

 Print Student’s Name

 Student’s ID Number

 Student’s Signature

 Date

 Parent’s Signature
(Dependent Students Only)

 Date