



2018-2019 Standard Verification Form (V1)



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.

<u>Student's Name</u>	<u>Social Security Number or Student ID</u>
<u>Other Names Used (Including Maiden)</u>	<u>Student's Date of Birth</u>
<u>Permanent Mailing Address</u>	<u>City/State/ Zip</u>
<u>Permanent Phone Number</u>	<u>Local Phone Number</u>
<u>High School Graduation Date/GED Completion Date</u>	

Have you attended any other college/University? _____ Yes _____ No. If Yes, Please complete the table below. You must provide an official transcript for each institution. **(If LCC has already received your transcript you do not need to resubmit)**

College	Major or Degree	Degree Received	From	Dates To	# of Credits Earned

Household Listing (attach a separate page if necessary)

If you are a Dependent Student: (Parental data was required on the FAFSA)

- The student.
- The parents (including a stepparent) even if the student doesn't live with the parents.
- The parents' other children if the parents will provide more than half of the children's support from July 1, 2018, through June 30, 2019, or if the other children would be required to provide parental information if they were completing a FAFSA for 2018–2019. Include children who meet either of these standards, even if a child does not live with the parents.
- Other people if they now live with the parents and the parents provide more than half of the other person's support, and will continue to provide more than half of that person's support through June 30, 2019.

If you are an Independent Student: (Students without parental data required on the FAFSA.)

- The student.
- The student's spouse, if the student is married.
- The student's or spouse's children if the student or spouse will provide more than half of the children's support from July 1, 2018, through June 30, 2019, even if a child does not live with the student.
- Other people if they now live with the student and the student or spouse provides more than half of the other person's support, and will continue to provide more than half of that person's support through June 30, 2019.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time <small>July 1, 2018 through June 30, 2019</small>
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>	<i>Central University</i>	<i>Yes</i>

Student Income Verification

If you or your spouse were required to file a Federal Tax Return, Check the box that applies:

- The student and/or spouse (if married) has used the IRS DRT in *FAFSA on the Web* to transfer 2016 IRS income tax return information into the student's FAFSA.
- The student and/or spouse (if married) has 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 student and/or spouse (if married) is unable or chooses 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 you were not required to file a Federal Tax Return, Check the box that applies:

- The student and/or spouse (if married) were not employed and had no income earned from work in 2016
- The student and/or spouse (if married) 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. List every employer even if the employer did not issue an IRS W-2 form.
[Provide copies of all 2016 IRS W-2 forms issued to the student and spouse by their employers].

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	\$	

Parent Income Verification (Dependent Students Only)

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.
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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. List every employer even if the employer did not issue an IRS W-2 form.
[Provide copies of all 2016 IRS W-2 forms issued to the parents by their employers].

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	\$	

CERTIFICATION STATEMENT

By signing below you certify that:

- If you withdraw from class or reduce your course load, you must notify the Financial Aid Office. You also understand that your aid may be REDUCED OR CANCELED and you may be responsible for repaying any federal funds which you received before withdrawing from courses.
- I understand that my aid will be disbursed based on my certified enrollment status and may be different from my award letter. Withdraws or hours enrolled in at the time the award letter was written will not be considered to determine final aid disbursement.
- You understand and will use any federal funds received under the Title IV financial aid programs or Federal Student Loans this award year solely for expenses related to your attendance at Labette Community College.
- You understand to be eligible for and to receive Federal Student Aid, you must be in a degree-seeking program at Labette Community College and only coursework directly applicable to your declared major at LCC is eligible for Federal Student Aid.
- I have read and will comply with the information included in the LCC Student Rights and Responsibilities.

PAYMENT AUTHORIZATION

I hereby authorize Labette Community College to transfer funds from my financial aid award to pay for charges on my student account for my cost of education (i.e. tuition, fees, bookstore charges, or other authorized expenses).

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