



**Office of Financial Aid**

Phone: (740)389-4636

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**2020-2021 Verification Worksheet  
V1 - Standard Group**

Your application was selected for review in a process called “**Verification.**” In this process, Marion Technical College (MTC) will be comparing information from your FAFSA with copies of your, your spouse’s (if applicable), or your parent(s) **2018 Federal tax transcripts**, or with W-2 forms or other financial documents. The Dept. of Ed. requires MTC to process this information in order for the student to receive Federal aid. If there are differences between your FAFSA information and your financial documents, we will send corrections electronically to have your information reprocessed. MTC must review the requested information under the financial aid program rules (CRF Title 34, Part 668).

**STEP 1: STUDENT INFORMATION**

Last Name	First Name	MI	Social Security #
Address			Date of Birth
City	State	ZIP Code	(            ) Phone Number

**STEP 2: FAMILY INFORMATION**

**DEPENDENT Students**

List the people in your **Parent’s household** including:

- Yourself and your parent(s), including step-parent, and
- Your parents’ other children, **IF** your parents will provide more than half of their support from July 1, 2020 thru June 30, 2021 **OR** the children would be required to provide parental information when applying for Federal Aid, and
- Other people if they now live with your parents and your parents provide more than half of their support and will continue to from July 1, 2020 through June 30, 2021.

**INDEPENDENT Students**

List the people in **your household** including:

- Yourself, and your spouse, if you have one, and
- Your children, if you will provide more than half of their support from July 1, 2020 through June 30, 2021, and
- Other people if they now live with you and you provide more than half of their support and will continue to from July 1, 2020 through June 30, 2021.

Full Name	Age	Relationship to Student	College	Will be Enrolled at least HALF TIME (Yes or No)
Mary Jones (example)	18	Sister (example)	MTC (example)	Yes (example)
		<b>SELF</b>	<b>MTC</b>	

### STEP 3: TAX FORMS AND INCOME INFORMATION (all applicants)

The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web at FAFSA.gov. It takes up to 2 weeks for the IRS income information to be available for the IRS Data Retrieval Tool for electronic filers, and up to 8 weeks for paper IRS tax return filers. Contact the Financial Aid Office if more information is needed about using the IRS Data Retrieval Tool.

- STUDENT Tax Forms and Income Information**

1. Check only one box below.

- The STUDENT **has used** the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2018 IRS income information into the student's FAFSA
- The STUDENT is **unable or chooses not to use** the IRS Data Retrieval Tool in FAFSA on the Web, and will instead **provide the school with a 2018 IRS Tax RETURN Transcript(s)**. Tax RETURN transcripts can be requested from the IRS by calling (800)908-9946 or by using this link: <http://www.irs.gov/Individuals/Get-Transcript>.
- Check here if you **will not file and are not required to file** a 2018 U.S. Income Tax Return.

2. If you **did not file and are not required to file** a 2018 Federal income tax return, list below your employer(s) and any income received in 2018 (use W-2 or other earning statements if available)

Sources of Income – complete only if you did not file taxes	Amount Earned in 2018	W-2 Attached
Joe's Auto Repair (example)	\$2,000 (example)	Yes (example)
	\$	
	\$	
	\$	

3. Funds **received** for all child support and other untaxed income (Question 45 of FAFSA)

Sources of Untaxed Income	2018 Amount	Other Sources of Untaxed Income	2018 Amount
Child Support Received	\$		\$
	\$		\$
	\$		\$

- SPOUSE'S or PARENT'S Tax Forms and Income Information**

1. Check only one box below.

- The SPOUSE/PARENT **has used** the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2018 IRS income information into the student's FAFSA
- The SPOUSE/PARENT is **unable or chooses not to use** the IRS Data Retrieval Tool in FAFSA on the Web, and will instead **provide the school with a 2018 IRS Tax RETURN Transcript(s)**. Tax RETURN transcripts can be requested from the IRS by calling (800)908-9946 or by using this link: <http://www.irs.gov/Individuals/Get-Transcript>.
- Check here if you **will not file and are not required to file** a 2018 U.S. Income Tax Return.

2. If you **did not file and are not required to file** a 2018 Federal income tax return, list below your employer(s) and any income received in 2018 (use W-2 or other earning statements if available)

Sources of Income – complete only if you did not file taxes	Amount Earned in 2018	W-2 Attached
Joe's Auto Repair (example)	\$2,000 (example)	Yes (example)
	\$	
	\$	
	\$	

3. Funds **received** for all child support and other untaxed income (Questions 94 Parents' or 45 Spouse of FAFSA)

Sources of Untaxed Income	2018 Amount	Sources of Untaxed Income	2018 Amount
Child Support Received	\$		\$
	\$		\$
	\$		\$

**STEP 4: CERTIFICATION AND SIGNATURES**

By signing this worksheet, I/we certify that all the information reported on this worksheet to qualify for Federal student aid is complete and correct. If dependent, at least one parent must sign.

**WARNING: This process is deemed required by the Federal Government. If you purposely give false information you may be fined, be sentenced to jail, or both.**

Student \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Return this form and ALL documentation to MTC Financial Aid Office.**