

STUDENT LAST NAME:	STUDENT FIRST NAME:	AU ID#:
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Parent: Verification of 2016 Income Information

INSTRUCTIONS:

The instructions below apply to **each parent** included in the household that was reported on the student's 2018-2019 Free Application for Federal Student Aid (FAFSA). Notify the financial aid office if the parents filed separate federal tax returns for 2016 or had a change in marital status after the end of the 2016 tax year (December 31, 2016).

You (the parent) must check the box that is applicable to your 2016 federal tax filing status. The best way to verify tax information is by using the *IRS Data Retrieval Tool (IRS DRT)* that is part of *FAFSA on the Web* at fafsa.gov (instructions enclosed). In most cases, no further documentation is needed to verify 2016 income and tax information that was transferred into the student's FAFSA using the *IRS DRT*.

CHECK THE BOX THAT APPLIES:

Tax Filers

- You (the parent) have used or will use the *IRS DRT* in *FAFSA on the Web* to transfer 2016 IRS income tax return information into the student's FAFSA.
- You (the parent) are unable or choose not to use the *IRS DRT* in *FAFSA on the Web*, and instead will provide the school with both a **2016 IRS Tax Return Transcript(s)** AND a **2016 IRS Wage and Income Transcript(s)**.*

Non-Tax Filers

Note: You are required to provide a Verification of Non-Filing Letter from the IRS* that indicates a 2016 federal tax return was not filed with the IRS. In addition, documentation may be required from the IRS if the tax filing status used is conflicting with the marital status that is reported on the FAFSA.

- Neither parent was employed nor had income earned from work in 2016.
- Neither parent was required to file a 2016 federal tax return. One or both parents 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 Wage and Income Transcript** is provided. **[Provide copies of all 2016 IRS Wage and Income Transcript(s).*]** List every employer even if the employer did not issue a W-2 form.

* For information on how to obtain these documents, go to www.irs.gov

NAME OF PARENT WAGE EARNER	EMPLOYER'S NAME	2016 AMOUNT EARNED	WAGE & INCOME TRANSCRIPT PROVIDED
John Smith (EXAMPLE)	Suzy's Auto Body (EXAMPLE)	\$2,000.00	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
			<input type="checkbox"/> YES <input type="checkbox"/> NO
			<input type="checkbox"/> YES <input type="checkbox"/> NO
			<input type="checkbox"/> YES <input type="checkbox"/> NO
			<input type="checkbox"/> YES <input type="checkbox"/> NO
			<input type="checkbox"/> YES <input type="checkbox"/> NO

If more space is needed, provide a separate page that includes the student's name and ID number at the top.

Certification and Signatures

Each person signing this worksheet certifies that all of the information on it is complete and correct. Electronic corrections to your FAFSA may be made by our office if there are discrepancies between the information on this form and the data you filed on your FAFSA. The student and one parent must sign and date this form

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