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Student ID number

2017-2018 V5 Verification Worksheet - Independent Student

Your 2017-2018 Free Application for Federal Student Aid (FAFSA) was selected for verification. Bluefield College Financial Aid Office will compare your FAFSA with the information on this form and with any other required documents. If there are difference between your FAFSA and verification documents, we will make the corrections electronically. If necessary, our office will request additional information.

Please include the student's name and Student ID number on all pages submitted.

Funding is limited and we strongly encourage you to submit all required documentation as quickly as possible.

Name					
	Last	F	irst		Middle
Address					
	Street Address	Apt. #	City	State	Zip Code
Date of Birth	ı	Email Address			
Primary Pho	one Number	Al	ternate Phone N	umber	

Section A: Household information Please complete all boxes for persons listed

List the people in your household, including:

- Yourself (and your spouse, if you are married); AND
- Your children, if you will provide more than half of their support, even if they do not live in your house, between July 1, 2017 and June 30, 2018, **AND**
- Other people if they now live with you, you provide more than half of their support and you will continue to provide more than half of their support between July 1, 2017 and June 30, 2018.

Note: Include the name of the college for any household members who will be enrolled <u>at least half time</u> in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2017 and June 30, 2018.

Full Name	Age	Relationship to Student	College/University
		Self	Bluefield College

Attach additional page(s) if necessary



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Student ID number

ame				
	Last	First		Middle
	Section B: Stud	lent Tax Return and Inco	ome Information	
1.	Select and verify your 2015 Fe	ederal IRS income tax inform	ation below:	
	rred Method to Verify Income: I u <u>fafsa.ed.gov</u> and <u>did not</u> make an <u>y</u>			:
] I hav	e already completed a tax return, l	but was not able to use the DRT. A	n IRS Tax Return Transcript	is attached
	file a tax return, but have not filed rement is satisfied.	l at this time. I understand my ap	plication will not be finalized	until this
] I did	not have any earned income in 20	15.		
i	f you were paid for working in 201 ncome tax return, list below the er 2015. <i>Attach copy of 2015 W2's</i> .			
Emplo	yer's Name and/or Source(s)	of Income	2015 Amount Earned	
	Total Amoun	nt of Income Earned From Work	\$	
	Section C: Spo	use Tax Return and Inco	ome Information	
1. Y	our spouse must select and v	erify their 2015 Federal IRS i	ncome tax information b	elow:
	pouse used the <u>IRS DATA Retrieva</u> ges to the information transferred		ite: <u>www.fafsa.ed.gov</u> and <u>did</u>	<u>l not</u> make a
My sj attac	pouse has already completed a tax hed.	return, but was not able to use th	e DRT. An IRS Tax Return Tı	canscript is
] My sj this r	pouse will file a tax return, but has equirement is satisfied.	s not filed at this time. I understar	nd my application will not be	finalized un
My s	pouse did not have any earned inc	ome in 2015.		
] I do 1	not have a spouse.			
t	f your spouse was paid for working ax return, list below the employers <i>attach copy of 2015 W2's</i> .			
	yer's Name and/or Source(s)	of Income	2015 Amount Earned	
				_
				_
	Total Amoun	nt of Income Earned From Work	\$	



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Student ID number

Name_			
	Last	First	Middle
	S	ection E: High School Completions Status	
	ct and provide <u>one</u> of the fo it will begin college in 2017	ollowing documents that indicate the student's high school co 7-2018:	ompletion status when the
	A copy of the student's hi	igh school diploma.	
	A copy of the student's fi	nal official high school transcript that shows the date when t	he diploma was awarded.
	For students who comple certificate" or other simil	eted secondary education in a foreign country, a copy of the "a lar document.	secondary school-leaving
		eneral Educational Development (GED) certificate or GED tr , or a state-authorized high–school equivalent certificate.	canscript that indicates the
		hat indicates the student successfully completed at least a two toward a bachelor's degree.	o-year program that is
		lent from a state where state law requires the student to obta r home school (other than a high school diploma or its recogr	
	school completion creder transcript or the equivale	lent from a state where state law does not require the student ntial for home school (other than a high school diploma or re ent, signed by the student's parent or guardian, that lists the s ocuments the successful completion of a secondary school ed	cognized equivalent), a secondary school course the
	Copy of military form DL	D214.	
** If th	ne student is unable to obta	in the documentation listed above, he or she must contact th	e financial aid office. **
Please signat		on this form and any supporting documentation for complet	eness, including all
		ding information on this worksheet, I may receive a fine, a pr I am certifying that all information is complete and correct.	rison sentence, or both. By
Studer	nt Signature	Dat	e
Parent	Signature	Dat	te
*Dlaca	o noto that amail is not also	rays a secure method of communication and may inadvertant	le annoga com infanzation

*Please note that email is not always a secure method of communication and may inadvertently expose your information if misdirected. Bluefield College suggests using fax, U.S. Postal Service or personal delivery as a more secure method of delivery. If you choose to submit information through email, Bluefield College will not be responsible for any exposure of data.



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Student ID number

Name_

First

Middle

Section D: Untaxed Income

If any item does not apply, enter "N/A" for Not Applicable where a <u>response</u> is requested, or enter o (zero) in an area where an <u>amount</u> is requested. If the student was required to provide parental information on the FAFSA, answer the question below as it applies to the student and the student's parent(s) whose information is on the FAFSA. If the student was not required to provide parental information on the FAFSA, answer each question below as it applies to the student (and the student's spouse, if married).

To determine the correct annual amount for each item: If you paid or received the same dollar amount every month in 2015, multiply that amount by the number of months in 2015 you paid or received that amount. If you did not pay or receive the same amount each month in 2015, add together the amounts you paid or received each month during 2015. If more space is needed, provide a separate page with the student's name and ID number at the top.

A. Distributions to untaxed portion of an Individual Retirement Account (IRA) and/or untaxed portion of pensions

List any distributions (direct or withheld from earnings) to untaxed IRA or pensions during the 2015 tax year:

Name of Person Who Made the Payment	Pension or IRA	Annual Amount of Benefits Received in 2015
Total paym	nents to untaxed pension and/or IRA	\$

Section B: Identity & Statement of Educational Purpose

Please complete one of the following options below based on your convenience:

1. The student must appear in person at Bluefield College to verify his or her identity by presenting valid government-issued photo identification (ID), such as, but not limited to, a driver's license, or other state-issued ID, or passport. **The institution will maintain a copy of the student's photo ID** that is annotated with the date it was received and reviewed including the name of the official at the institution authorized to collect the student's ID.

In addition, the student must sign, in the presence of the institutional official, the following:

STATEMENT OF EDUCATIONAL PURPOSE

I certify that I (print name)	am the individual signing this
Statement of Educational Purpose and that the Federal student financia	al assistance I receive will only be used
for educational purposes and to pay the cost of attending Bluefield Coll	ege for 2017-2018.

Student Signature		Date	
Authorized BC Official		Date	
	Bluefield College Financial Aid Office, 3000 College Avenue, Phone: (276) 326-4215	Bluefield, VA	24605

Fax: (276) 326-4356



2. If the student is unable to appear in person at Bluefield College to verify his or her identity, the student must provide:

- A. A copy of the valid government-issued photo identification (ID) that is acknowledged in the notary statement below, such as but not limited to a driver's license, other state-issued ID, or passport; and
- B. The original notarized Statement of Educational Purpose provided below.

STATEMENT OF EDUCATIONAL PURPOSE

I certify that I (printed name) ______ am the individual signing this Statement of Educational Purpose and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Bluefield College for 2017-2018.

Student Signature		Date	
NOTARY'S CERTIFICATE OF ACKNOWLEDGM	IENT		
State of city/county of		on	
before me,	personally appeared,		Date
Notary's Name		Printed Name	
and provided to me on basis of satisfactory evidence of			ata ID providad
	Type of gov	ernment-issued pl	hoto ID provided

to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal _____

Notary's Signature
My commission expires on ______ Date
Seal



Student ID number		r	 	

IRS Tax Return Transcript Information:

A **2015 IRS Tax Return Transcript** may be obtained through:

- <u>Online Request</u> Go to <u>www.irs.gov</u>. Under the Tools heading on the IRS homepage, click on the "Get a tax transcript" option. You can choose between two options:
 - > Get Transcript by Mail- transcripts arrive in 5 to 10 calendar days at the address on file
 - > Get Transcript ONLINE requires creation of an account with personal identifiers
- <u>Telephone Request</u> 1-800-908-9946
- Paper Request form IRS Form 4506T-EZ or IRS Form 4506-T

In most cases, for electronic tax return filers, 2015 IRS income tax return information is available for the IRS DRT or the IRS Tax Return Transcript within 2–3 weeks after the 2015 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2015 paper IRS income tax returns, the 2015 IRS income tax return information is available for the IRS DRT or the IRS Tax Return Transcript within 6–8 weeks after the 2015 paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about using the IRS DRT or obtaining an IRS Tax Return Transcript.

If the parents filed separate 2015 IRS income tax returns, the IRS DRT cannot be used and the **2015 IRS Tax Return Transcript(s)** must be provided for each.

** Verification of 2015 Income Information for Individuals with Unusual Circumstances **

Individuals Who Filed an Amended IRS Income Tax Return

An individual who filed an amended IRS income tax return for tax year 2015 must provide:

- A signed copy of the IRS Form 1040X that was filed;
- A signed copy of the original return that was filed or a tax return transcript; and
- Transcript obtained from the IRS that list tax account information.

Individuals Who Were Victims of IRS Tax-Related Identity Theft

An individual who was the victim of IRS tax-related identity theft must provide:

- A Tax Return Data Base View (TRDBV) transcript obtained from the IRS, or any other IRS tax transcript(s) that includes all of the income and tax information required to be verified; *and*
- A statement signed and dated by the tax filer indicating that he or she was a victim of IRS tax-related identity theft and that the IRS is aware of the tax-related identity theft.

*If you are a victim of IRS tax-related identity theft, be sure to contact the IRS Identity Protection Specialized Unit at **800-908-4490.**

Individuals Who Filed Non-IRS Income Tax Returns

An individual who filed or will file a 2015 income tax return with the relevant taxing authority of a U.S. territory, commonwealth, or with a foreign central government must provide:

- A transcript that was obtained at no cost from the relevant taxing authority of a U.S. territory (Guam, American Samoa, the U.S. Virgin Islands) or commonwealth (Puerto Rico and the Northern Mariana Islands), or a foreign central government, that includes all of the tax filer's income and tax information required to be verified for tax year 2015; **or**
- If a transcript cannot be obtained at no cost from the relevant taxing authority, a signed copy of the 2015 income tax return(s).