

## 2019-2020 Dependent Verification Worksheet

Your 2019–2020 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid we may ask you to confirm the information you and your parent(s) reported on your FAFSA. To complete verification, the Kentucky Mountain Bible College Financial Aid Office will compare your FAFSA information with the information provided on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the KMBC Financial Aid Office. If you have questions about verification, contact the Financial Aid Office as soon as possible so that your financial aid will not be delayed.

**A. Dependent Student’s Information**

Student First Name	Middle Initial	Last Name	Student Social Security Number
Student Street or Mailing Address			Student Date of Birth
City	State	Zip	Student Email Address
Student Telephone Number			Alternate/Cell Phone Number

**B. Dependent Student’s Family Information**

List below the people in your household.

- Yourself
- Your parent(s), even if you may not currently live with your parent(s).
- Your siblings (and step-siblings) born on or after January 1, 1996.
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2020.

Include the name of the college/university/institution for any household member who will be enrolled at least half-time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2019, and June 30, 2020. If more space is needed, attach a separate page with the student’s name and Social Security Number at the top.

Full Name	Age	Relationship	College	Enrolled Half-Time
<i>(Example) Missy Jones</i>	<i>18</i>	<i>Sister</i>	<i>Anytown University</i>	<i>Yes/No</i>
		Self	Kentucky Mountain Bible College	

**C. Dependent Student's Income Information**

1. **TAX RETURN FILERS** – If the student filed or will file an amended federal income tax return, the student must inform the Financial Aid Office and provide a signed copy of the amendment. Please read the following and check the appropriate box(es) and provide the required information:

- The student has used the IRS Data Retrieval Tool in FAFSA on the web to transfer income tax information into the student's FAFSA and did not change the information transferred.
- The student is unable to or chooses not to use the IRS Data Retrieval Tool. (Check One) Attached is  a 2017 tax return **transcript**, or  a signed IRS Form 4506-T, Request for Transcript, authorizing the Financial Aid Office to obtain the 2017 Tax Return Transcript on the student's behalf.

**Note:** This Worksheet is incomplete if either a tax return transcript or signed Form 4506-T is not attached. Verification is incomplete until the Financial Aid Office receives the transcript.

- The student is required to file a 2017 federal income tax return but has been granted an extension. You must provide all of the following:
  - Copy of IRS Form 4868 as filed for tax year 2017
  - Copy of any IRS approval of an extension beyond October 15, 2018
  - Verification of Non-Filing letter issued by the IRS showing that the 2017 income tax return has not been filed
  - Copies of W-2s and/or 1099s for each source of income received in tax year 2017.
  - Signed statement certifying the student's expected Adjusted Gross Income and any tax paid for tax year 2017
- Victim of identity theft. Student must provide all of the following:
  - A Tax Return Database View Transcript. This is obtained by calling the IRS Identity Protection Specialized Unit at (800) 908-4490
  - Signed statement certifying that the student was a victim of tax-related identity theft and that the IRS has been made aware of it

2. **NON-FILERS OF TAX RETURNS.** If you will not file or are not required to file a 2017 federal income tax return, please check the following box(es), as appropriate:

- Student was not employed and had no income earned from work in tax year 2017.
- Student was employed in tax year 2017 and has listed below all of student's sources of earned income, even if a W-2 or 1099 was not issued. Copies of W-2s or 1099s must be provided, if available. If more space is needed, attach a separate page.

Employer's Name	2017 Earned Income	W-2 or 1099 Provided?

**D. Parents' Income Information To Be Verified.**

1. **TAX RETURN FILERS** – Please check one: For 2017, I/we filed  married/joint,  married separate,  head of household,  single, or  qualifying widower. Please also check the following box(es), as appropriate:

- Parent has used the IRS Data Retrieval Tool in FAFSA on the web to transfer income tax information into the student's FAFSA and has not changed the information transferred.
- Parent is unable to or chooses not to use the IRS Data Retrieval Tool. (Check One) Attached is  a 2017 tax return **transcript**, or  a signed IRS Form 4506-T, Request for Transcript, authorizing the Financial Aid Office to obtain the 2017 Tax Return Transcript on the parent's behalf – if two parents are listed on the FAFSA, both must sign!

**Note:** This Worksheet is incomplete if either a tax return transcript or signed Form 4506-T is not attached. Verification is incomplete until the Financial Aid Office receives the transcript.

- Parent will amend or has amended the 2017 federal income tax return, and a copy is attached.
- Parent is required to file a 2017 federal income tax return but has been granted an extension. You must provide all of the following:
  - Copy of IRS Form 4868 as filed for tax year 2017
  - Copy of any IRS approval of an extension beyond October 15, 2018
  - Verification of Non-Filing letter issued by the IRS showing that the 2017 income tax return has not been filed
  - Copies of W-2s and/or 1099s for each source of income received in tax year 2017.
  - Signed statement certifying the parent's expected Adjusted Gross Income and any tax paid for tax year 2017
- Victim of identity theft. Parent must provide the following:
  - A Tax Return Database View Transcript. This is obtained by calling the IRS Identity Protection Specialized Unit at (800) 908-4490
  - Signed statement certifying that the parent(s) was/were a victim of tax-related identity theft and that the IRS has been made aware of it

2. **NON-FILERS OF TAX RETURNS.** If neither parent will not file or is not required to file a 2017 federal income tax return, please check the following box(es), as appropriate:

- Parent(s) was/were not employed and had no income earned from work in tax year 2017.
- Parent(s) was/were employed in tax year 2017 and has listed below all of parent's (both, if two parents are listed on the FAFSA) sources of earned income, even if a W-2 or 1099 was not issued. Copies of W-2s or 1099s must be provided, if available. If more space is needed, attach a separate page.

Employer's Name	2017 Earned Income	W-2 or 1099 Provided?

- REQUIRED:** You must also provide a confirmation of non-filing letter issued by the IRS. To satisfy the confirmation of non-filing requirement, you may instead provide a signed Form 4506-T (by both parents, if two parents are listed on the FAFSA) authorizing the Financial Aid Office to obtain confirmation on your behalf.

**E. Certification and Signature.**

Each person signing this worksheet certifies that all of the information reported is complete and correct. The student and at least one parent whose information was reported on the FAFSA must sign and date this form.

**WARNING:** If you purposely give false or misleading information, the Financial Aid Office may be required to report such information to the U.S. Department of Education's Office of Inspector General. You may be fined, sent to prison or both.

\_\_\_\_\_  
Student's Signature (required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Printed Name

\_\_\_\_\_  
Student's Social Security Number

\_\_\_\_\_  
Parent's Signature (required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Printed Name