

# Copper Mountain College

## 2014–2015 Standard Verification Worksheet Dependent Student

Your 2014–2015 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 parents reported on your FAFSA. To verify that you provided correct information the financial aid administrator at your school will compare your FAFSA with the information 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 financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact us at 760-366-3791 ext. 4235 as soon as possible so that your financial aid will not be delayed.

### Student's Information

Student's Last Name	Student's First Name	M.I.	Student's CMC ID Number
Student's Street Address (include apt. no.)			Student's Date of Birth
City	State	Zip Code	Student's Email Address
Student's Home Phone Number (include area code)			Student's Alternate or Cell Phone Number

### Dependent Student's Family Information

**\*\*Dependent students must now include both of the dependent student's legal (biological or adoptive) parents if the parents live together, regardless of the marital status or gender of the parents.**

List the people in the parents' household below. Include:

- Yourself and your parent(s) (including a stepparent) even if you don't live with your parent(s).
- Your parent(s)' other children if your parent(s) will provide more than half of their support from July 1, 2014, through June 30, 2015, or if the other children would be required to provide parental information if they were completing a FAFSA for 2014–2015. Include children who meet either of these standards, even if they do not live with your parent(s).
- 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, 2015.

For any household member, excluding the parents, who will be enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2014, and June 30, 2015, include the name of the college. If more space is needed, provide a separate page with the student's name and ID number at the top.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time (Yes or No)
		<i>Self</i>		

\*Note: We require proof of enrollment for household members enrolled in eligible postsecondary educational institutions.

## Student Tax Filers

**Instructions:** Complete this section if, you, the student **filed or will file** a 2013 IRS income tax return(s). *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at [FAFSA.gov](http://FAFSA.gov).* In most cases, no further documentation is needed to verify 2013 IRS income tax return information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed.

In most cases, for electronic filers, 2013 IRS income tax return information for the IRS DRT is available within 2–3 weeks after the 2013 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2013 paper IRS income tax returns, the 2013 IRS income tax return information is available for the IRS DRT within 8–11 weeks after the 2013 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.

### Check the box that applies:

- I, the student, have used the IRS DRT in *FAFSA on the Web* to transfer 2013 IRS income tax return information into the student's FAFSA.
- I, the student, am unable or choose not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a **2013 IRS Tax Return Transcript(s)**. (signature not required)
- I, the student, filed an amended tax return. I will provide a **2013 IRS Tax Return Transcript(s)** and a **signed copy** of the **2013 IRS Form 1040X**, "Amended U.S. Individual Income Tax Return," that was filed with the IRS.
- I, the student, filed an **Extension**. I will provide a copy of the IRS Form 4868, "Application for Automatic Extension of Time to File U.S. Individual Income Tax Return," that was filed with the IRS for tax year 2013; a copy of the IRS's approval of an extension beyond the automatic six-month extension if the individual requested an additional extension of the filing time for tax year 2013; and a copy of IRS Form W-2 for each source of employment income received for tax year 2013. If self-employed, a signed statement certifying the amount of the individual's AGI and the U.S. income tax paid for tax year 2013.

To obtain a **2013 IRS Tax Return Transcript or Verification of Non-filing Letter** go to [www.irs.gov](http://www.irs.gov). Get your transcript online. View and print your transcript immediately. Choose Tax Return or a Verification of Non-filing Letter. Use the Social Security Number and date of birth of the first person listed on the 2013 IRS income tax return, and the address on file with the IRS (normally this will be the address used on the 2013 IRS income tax return). In most cases, for electronic filers, a **2013 IRS Tax Return Transcript** may be requested from the IRS within 2–3 weeks after the 2013 IRS income tax return has been accepted by the IRS. Generally, for filers of 2013 paper IRS income tax returns, the **2013 IRS Tax Return Transcript** may be requested within 8–11 weeks after the 2013 paper IRS income tax return has been received by the IRS. A Verification of Non-filing letter will not be issued by the IRS until after June 15, 2014.

## Student Non-tax Filers

The instructions and certification below apply to you, the student. Complete this section if you, the student **will not file and are not required** to file a 2013 income tax return with the IRS.

### Check the box that applies:

- I, the student, was not employed and had no income earned from work in 2013.
- I have attached a "Verification of Non-filing" from the IRS.
- I, the student, was employed in 2013 and have listed on the next page the names of all employers, the amount earned from each employer in 2013, and whether an IRS W-2 form is provided. Provide copies of all 2013 IRS W-2 forms issued to the student by the employer(s). List every employer even if the employer did not issue an IRS W-2 form.

Employer's Name	2012 Amount Earned	IRS W-2 Provided?
<i>Suzy's Auto Body Shop (example)</i>	\$2,000.00	Yes

## Parent Tax Filers

**Instructions:** Complete this section if the parents **filed or will file** a 2013 IRS income tax return(s). *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at [FAFSA.gov](http://FAFSA.gov).* In most cases, no further documentation is needed to verify 2013 IRS income tax return information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed.

In most cases, for electronic filers, 2013 IRS income tax return information for the IRS DRT is available within 2–3 weeks after the 2013 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2013 paper IRS income tax returns, the 2013 IRS income tax return information is available for the IRS DRT within 8–11 weeks after the 2013 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.

**Check the box that applies:**

**\*\*Parents now include both of a dependent student's legal (biological or adoptive) parents if the parents live together, regardless of the marital status or gender of the parents.**

- The parents have used the IRS DRT in *FAFSA on the Web* to transfer 2013 IRS income tax return information into the student's FAFSA.
- The parents are unable or choose not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a **2013 IRS Tax Return Transcript(s)**. (signature not required)
- The parents filed separate IRS income tax returns for 2013. **2013 IRS Tax Return Transcripts** must be provided for both.
- The parents filed an amended tax return. The parents will provide a **2013 IRS Tax Return Transcript(s)** and a **signed copy** of the **2013 IRS Form 1040X**, "Amended U.S. Individual Income Tax Return," that was filed with the IRS.
- The parents filed an Extension. The parents will provide a copy of the IRS Form 4868, "Application for Automatic Extension of Time to File U.S. Individual Income Tax Return," that was filed with the IRS for tax year 2013; a copy of the IRS's approval of an extension beyond the automatic six-month extension if the individual requested an additional extension of the filing time for tax year 2013; and a copy of IRS Form W–2 for each source of employment income received for tax year 2013. If self-employed, a signed statement certifying the amount of the individual's AGI and the U.S. income tax paid for tax year 2013.

To obtain a 2013 IRS Tax Return Transcript or Verification of Non-filing Letter go to [www.IRS.gov](http://www.IRS.gov). Get your transcript online. View and print your transcript immediately. Choose Tax Return or a Verification of Non-filing Letter. Use the Social Security Number and date of birth of the first person listed on the 2013 IRS income tax return, and the address on file with the IRS (normally this will be the address used on the 2013 IRS income tax return). In most cases, for electronic filers, a 2013 IRS Tax Return Transcript may be requested from the IRS within 2–3 weeks after the 2013 IRS income tax return has been accepted by the IRS. Generally, for filers of 2013 paper IRS income tax returns, the 2013 IRS Tax Return Transcript may be requested within 8–11 weeks after the 2013 paper IRS income tax return has been received by the IRS. A Verification of Non-filing letter will not be issued by the IRS until after June 15, 2014.

## Parent Non-tax Filers

The instructions and certifications below apply to each parent included in the household. Complete this section if the parents **will not file and are not required** to file a 2013 income tax return with the IRS.

### Check the box that applies:

- I, the parent(s), was not employed and had no income earned from work in 2013.
- I, the parent(s) have attached a "Verification of Non-filing" from the IRS.
- I, the parent(s), was employed in 2013 and have listed the names of all employers, the amount earned from each employer in 2013, and whether an IRS W-2 form is provided. Provide copies of all 2013 IRS W-2 forms issued to the parent(s) by the employer(s).

Employer's Name	2012 Amount Earned	IRS W-2 Provided?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes</i>

## Certification and Signature

**WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

I certify that all of the information reported on this worksheet is complete and correct. The student must sign this worksheet. If married, the spouse's signature is optional.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

**Do not mail this worksheet to the U.S. Department of Education.**  
**Submit this worksheet to the financial aid administrator at your school.**  
**You should make a copy of this worksheet for your records.**