



Your application for financial aid was selected for review by the U.S. Department of Education in a process called verification. We will compare information from your FAFSA with your 2018 Federal tax return transcripts and this verification worksheet. In accordance with federal law, Bates Technical College must receive this information from you before disbursing federal aid. If there are differences between your FAFSA application and these documents, we will electronically correct your FAFSA.

**What You Must Do:**

- 1. Complete** this worksheet in full. Do not leave blanks. You must sign this form.
- 2. If you did not use Data Retrieval**, please attach the 2018 Federal Tax Return Transcripts for the data not received or attach a signed copy of your tax return. You can phone the I.R.S. for a free copy of your tax return transcript at 800-908-9946, or go to their website at [www.irs.gov](http://www.irs.gov) to request them. **Note:** *The best way to verify income for tax filers is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at [www.studentaid.gov](http://www.studentaid.gov).*
- 3. Submit** the completed worksheet with ALL required documents to our office for processing.

~Failure to submit all documents requested will result in the delay or cancellation of any potential financial aid~

Print: Student's Last Name          Student's First Name          Student's MI

Student ID Number                          Date of Birth                          Phone Number

**A. House Hold Information**

List below the people in the student's household. Include: the student, student's spouse (if married), student's or spouse's children if the student/spouse will provide more than half of the children's support from July 1, 2020 through June 30, 2021. You may include other people IF they now live with the student and the student/spouse provides more than half of the other person's support AND will continue to provide more than half of that person's support through June 30, 2021. Include the name of any colleges that any household member listed below will be attending on at least a half-time basis in an eligible program of study for the 2020-2021 academic year in the column at right.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time 07/01/2020-06/30/2021
<i>Marty Jones (example)</i>	<i>28</i>	<i>Husband</i>	<i>Central University</i>	<i>Yes</i>
		<i>Self</i>	<i>Bates Technical College</i>	

**B. Student /Spouse 2018 Income Information (check only one box below).**

1. Current marital status \_\_\_\_\_ If separated/divorced/widowed, provide date: \_\_\_\_\_ and must provide wage statement(s).
2. Click here if you (and/or your spouse) have used the IRS Data Retrieval Tool on the FAFSA to transfer your 2018 IRS income tax return information into the student's FAFSA.
3. Click here if you (and/or your spouse) are attaching a 2018 IRS Tax Return Transcript(s) or a **signed** copy of the 2018 income tax return and applicable schedules.
4. Click here if you (and/or spouse) earned income from wages in 2018 but are NOT required to file a 2018 income tax return with the IRS. Complete the chart below and submit copies of all 2018 IRS W-2 forms issued to the student and spouse (if married) by their employers.

Employer: _____	Amount: \$ _____
Employer: _____	Amount: \$ _____
Employer: _____	Amount: \$ _____

5. Check here if you/spouse were NOT employed and had no income earned from work in 2018. Provide an IRS Verification of Non-filing letter which can be obtained at <https://www.irs.gov/individuals/get-transcript>

**Signatures**

By signing this worksheet, we certify that all the information reported is complete and accurate.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature

\_\_\_\_\_  
Date

**Warning: If you purposely give false or misleading information, you may be fined, sentenced to jail, or both.**