

## Student Financial Services 2018-2019 Standard Verification Worksheet - V1



Please return Verification Worksheet and all supporting documentation by mail or e-mail (see below).

**Mailing Address:**  
12 East 53rd Street  
New York, NY 10022

**Phone:** 212-752-1530 Ext.389  
**E-mail:** sfs@limcollege.edu

Attn: Student Financial Services

**DO NOT USE WHITE-OUT ON THIS FORM!**

**What is Verification?** It is a federal requirement that the Financial aid office review and confirm the accuracy of the information submitted on the FAFSA. The college financial aid office may not process requests or disburse federal student aid until the verification process is complete. Financial aid administrators have the right to ask for any documentation necessary to complete verification.

### Section 1. Student Information

Last Name	First Name	Middle Initial
Social Security Number	Student ID Number	Date of Birth
Address	City	State      Zip Code
Home Phone Number	Cell Phone Number	
Email Address		
Best time to reach you		

### Section 2. Family Information:

Please fill out the table on the bottom of this page based on your current household information using the guidelines listed below.

#### For Dependent Student (based on the FAFSA) include:

1. Yourself
2. Your parent (s) (including step-parents)
3. Your parent (s) other dependent children and/or other people now living with your parents if:

■ **your parent (s) will provide more than half of their support from July 1, 2018 through June 30, 2019**

**\*Do not include children over the age of 24 who are in college and can be considered Independent based on the FAFSA.**

#### For Independent Student

(not required to provide Parental information on FAFSA)

1. Yourself
2. Your spouse (if you are married)
3. Your children if you will provide more than half of their support from July 1, 2018, through June 30, 2019
4. Other people only if they live in your household and you provide more than half of their support and will continue to do so from July 1, 2018, through June 30, 2019

Full Name	Age	Relationship	* Name of College/Degree Program
		<i>self</i>	<i>LIM College</i>

**\* Include the name of the college for any household member (except parent) who will be enrolled at least half-time (6 or more credits) in a degree, diploma, or certificate program at a post-secondary educational institution anytime between July 1, 2018 and June 30, 2019.**

**Section 3. Tax Transcript & Income Information Calendar Year 2016:**

**Student/Spouse Tax Filer Options**-please check boxes that apply.

Did you (the student and/or spouse) or will you be required to file a 2016 Federal Income Tax Return?

- Yes, I am a Tax Filer
  - Option 1**-I used the IRS Data Retrieval tool in FAFSA on the Web to transfer my 2016 IRS income information into my FAFSA. LIM College will use the IRS information that was transferred in the verification process
  - Option 2**-I was unable to or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web. Attached is a copy of my **Federal Tax Return Transcripts for 2016.\***
- No, I did not file taxes for 2016 (complete section 5).

**Parent Tax Filer Options**-please check box that applies

Did you (parent) or will you be required to file a 2016 Federal Income Tax Return?

- Yes, I am a Tax Filer
  - Option 1**-I used the IRS Data Retrieval tool in FAFSA on the Web to transfer my 2016 IRS income information into my FAFSA. LIM College will use the IRS information that was transferred in the verification process
  - Option 2**-I was unable to or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web. Attached is a copy of my **Federal Tax Return Transcripts for 2016.\***
- No, I did not file taxes for 2016 (complete section 5).

**Section 4. Untaxed Income**

Did you (the student), spouse of student, or parent have untaxed income sources during 2016?

- Yes (Dependent Student): Complete the STUDENT Amount and PARENT Amount columns
- Yes (Independent Student): Complete the STUDENT/SPOUSE Amount (if applicable) column only
- Not Applicable

<u>Student (&amp; Spouse) Amount</u>	<u>Parent Amount</u>	<u>Report the amounts received from all UNTAXED income sources during 2016</u>
_____	_____	<b>Payments to tax-deferred pension and retirement saving plans, including but not limited to, amounts reported on W2 forms in Boxes 12a-12d</b> (Don't include amounts reported in code DD)
_____	_____	<b>Child support received for any of your children</b> (excluding foster care or adoption payments)
_____	_____	<b>Housing, food and other living allowances paid to members of the military, clergy and others, including cash payments and cash value of benefits.</b> (Don't include the value of on-base military housing or the value of a basic military allowance for housing.)
_____	_____	<b>Veterans non-educational benefits, such as Disability, Death Pension, or Dependency &amp; Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances</b>
_____	_____	<b>Other untaxed income, such as worker's compensation, disability, etc.</b> (excluding foster care benefits, student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, on-base military housing or a military housing allowance, combat pay, benefits from flexible spending arrangements, foreign income exclusion or credit for federal tax on special fuels.
_____	_____	<b>Money received, or paid on your behalf (e.g. bills), not reported elsewhere on this form. This includes money that you received from a parent whose financial situation is not reported on this form and that is not parent of a legal child support agreement.</b>

**Section 5. Non-Filing Statement: NON-TAX FILERS ONLY**

On the FAFSA, you reported that you, the student, were not required to file a federal tax return in 2016. LIM College is required by federal regulations to confirm this information in order to complete your financial aid file.

I, _____ <b>certify the following:</b> <b>STUDENT/SPOUSE NAME-PLEASE PRINT</b>	
<input type="checkbox"/> I am not required to file a United States federal income tax return for 2016. Generally, if you earned at least 6,200 in 2016, you are required by the IRS to file a tax return. I will, if requested, provide official confirmation from the Internal Revenue Service to this effect.	
<input type="checkbox"/> My income for 2016 was from the following sources, in the amounts listed below: Please attach W-2's if applicable.	
<b>List Employer: (attach W-2's if you received one)</b>	<b>Amount:</b>
1.	
2.	
3.	
I, _____ <b>certify the following:</b> <b>PARENT NAME-PLEASE PRINT</b>	
<input type="checkbox"/> I am not required to file a United States federal income tax return for 2016. Generally, if you earned at least \$10,000 in 2016, you are required by the IRS to file a tax return. I will, if requested, provide official confirmation from the Internal Revenue Service to this effect. I understand that a Financial Aid counselor may request additional information.	
<input type="checkbox"/> My income for 2016 was from the following sources, in the amounts listed below: Please attach W-2's if applicable.	
<b>List Employer: (attach W-2's if you received one)</b>	<b>Amount:</b>
1.	
2.	
3.	

**Section 8. Certification:**

**By signing this form, I certify the information on this form and any attachments are accurate and complete to the best of my knowledge. If requested, I agree to provide documentation to support the information I have provided on this form. I understand that any false statements or misrepresentation may be cause for denial, reduction, withdrawal, and/or repayment of financial aid, and I may be subject to a fine, imprisonment or both, under provisions of the United States Criminal Code.**

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Student Signature	Date	Student Name (Print)	Student ID Number
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Parent Signature (If student is dependent)/ Spouse Signature (If student is married)	Date
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