



# 2019-2020 Verification Worksheet V5 – Aggregate Group

Financial Aid

Your 2019-2020 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. Clark State Community College is required to collect the following information and compare it to the information reported on the FAFSA. If any discrepancies are found, we will make the corrections to your FAFSA. No federal financial aid will be offered until all discrepancies have been resolved and the FAFSA has been corrected.

### SECTION A: Student Information

Name \_\_\_\_\_

Student ID Number \_\_\_\_\_ Social Security Number \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

### SECTION B: Family Information

<b>Dependent Students</b> <i>List the people in your Parent's household including:</i>	<b>Independent Students</b> <i>List the people in your household including:</i>
Yourself and your parent(s), including step-parent	Yourself, and your spouse, if you have one
Your parents' other children, IF your parents will provide more than half of their support from July 1, 2019 thru June 30, 2020 OR the children would be required to provide parental information when applying for Federal Aid	Your children, if you will provide more than half of their support from July 1, 2019 through June 30, 2020
Other people if they now live with your parents and your parents provide more than half of their support and will continue to from July 1, 2019 through June 30, 2020	Other people if they now live with you and you provide more than half of their support and will continue to from July 1, 2019 through June 30, 2020

*If more space is needed, attach a separate page with the student's name and student ID at the top.*

Full Name	Age	Relationship to Student	College	Will be Enrolled at least HALF TIME (Yes or No)
		Self	Clark State	

**SECTION C: Tax Forms and Income Information (all applicants)**

**STUDENT Tax Forms and Income Information**

Check only one box below

- The STUDENT has used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2017 IRS income information into the student’s FAFSA.
- The STUDENT is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and will instead provide the school with a 2017 IRS Tax RETURN Transcript(s) or a signed copy of 2017 federal income tax return. Tax RETURN transcripts can be requested from the IRS by calling (800)908-9946 or by using this link: [www.irs.gov/Individuals/Get-Transcript](http://www.irs.gov/Individuals/Get-Transcript).
- Check here if you did not and were not required to file a federal income tax return and attempted to obtain the IRS Verification of Nonfiling letter but were unable to obtain the letter.

**If you did not file and were not required to file a 2017 Federal income tax return, list below all employer(s) and any income received in 2017 (use W-2 or other earning statements if available)**

Sources of Income <i>Complete only if you did not file taxes</i>	Amount Earned in 2017	W-2 Attached
	\$	
	\$	
	\$	

**SPOUSE’S or PARENT’S Tax Forms and Income Information**

Check only one box below

- The SPOUSE/PARENT has used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2017 IRS income information into the student’s FAFSA
- The SPOUSE/PARENT is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and will instead provide the school with a 2017 IRS Tax RETURN Transcript(s) or a signed copy of 2017 federal income tax return. Tax RETURN transcripts can be requested from the IRS by calling (800)908-9946 or by using this link: [www.irs.gov/Individuals/Get-Transcript](http://www.irs.gov/Individuals/Get-Transcript).
- Check here if you did not and were not required to file a federal income tax return and attempted to obtain the IRS Verification of Nonfiling letter but were unable to obtain the letter.

**If you (SPOUSE/PARENT) did not file and were not required to file a 2017 Federal income tax return, list below all employer(s) and any income received in 2017 (use W-2 or other earning statements if available)**

Sources of Income <i>Complete only if you did not file taxes</i>	Amount Earned in 2017	W-2 Attached
	\$	
	\$	
	\$	

**SECTION E: Highschool Completion Status (Required)**

**Provide one of the following documents to indicate the student's high school completion status when the student begins college in 2019-2020:**

- A copy of the student's high school diploma.
- For students who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or other similar document.
- A copy of the student's final official high school transcript that shows the date of graduation.
- A state certificate or transcript received by a student after the student passed a State-authorized examination that the State recognizes as the equivalent of a high school diploma (GED test, HiSET, TASC, or other State authorized examination).
- An academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.
- For a student who was homeschooled in a state where state law requires the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a copy of that credential.
- For a student who was homeschooled in a state where state law does not require the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a transcript, or the equivalent, signed by the student's parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting. A student who is unable to obtain the documentation listed above must contact the financial aid office.

**SECTION F: Certification Statement**

I certify that all of the information on this form and accompanying documents are true and complete to the best of my knowledge. Furthermore, I affirm that I have not knowingly or intentionally provided any false or fraudulent documentation.

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent Signature (if parent information is provided)** \_\_\_\_\_ **Date** \_\_\_\_\_

**SECTION G: Identity and Statement of Educational Purpose (Required to be signed at the Financial Aid Office)**

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

**Statement of Educational Purpose**

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose  
(Print Student's Name)  
and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Clark State Community College for 2019-2020.

\_\_\_\_\_  
(Student's Signature) (Date) (Student's ID Number)

**OFFICE USE ONLY:**

I certify that I have received a valid copy of unexpired identification.

\_\_\_\_\_  
(Print Financial Aid Staff Member Name) (Signature) (Date)

If the student is unable to appear in person at Clark State Community College to verify his or her identity, the student must provide to the institution:

- A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and
- The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

**Notary's Certificate of Acknowledgement:**

State of \_\_\_\_\_ City/County of \_\_\_\_\_ On \_\_\_\_\_

before me, \_\_\_\_\_, personally appeared, \_\_\_\_\_ and  
(Notary's Name) (Printed name of signer)

proved to me on the basis of satisfactory evidence of identification \_\_\_\_\_ to be  
(Type of government-issued photo ID provided)

the above-named person who signed the foregoing instrument.

**WITNESS my hand and official seal:**

\_\_\_\_\_  
(Notary signature) My commission expires on \_\_\_\_\_ (Date) (Place Seal Here)