

Your 2018-2019 FAFSA was selected for review in a process called verification. Federal law states that we have the right to confirm the information that was reported before awarding and/or disbursing federal student aid. The Financial Aid Office will compare the information reported on the FAFSA for you and your spouse (*if married*) with the information reported on this worksheet and any other required documentation. **\*Your eligibility for financial aid cannot be determined until the verification process has been completed.**

**STUDENT NAME:** \_\_\_\_\_ **WCC ID #:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
STREET OR PO BOX CITY STATE ZIP

**E-MAIL ADDRESS:** \_\_\_\_\_ **PHONE #:** \_\_\_\_\_

**INSTRUCTIONS: Complete this worksheet, attach any required documentation, sign, and submit the completed package to the WCC Financial Aid Office.**

If you were married on the day you signed and submitted your FAFSA, you are required to include information for your spouse. If there are any discrepancies between the information reported on the FAFSA and the documents submitted to our office, **your signature on this form authorizes our office to make the appropriate corrections to your FAFSA.**

Additional information may be needed to complete your file. If you have any questions about the verification process, contact the Financial Aid Office as soon as possible to avoid a delay in processing your request for financial aid.

**A. STUDENT'S HOUSEHOLD SIZE**

NOTE: The following guidelines apply to **INDEPENDENT** students only. (*Dependent students should complete the DV1/DV5 form*)

**1. IN THE SPACES BELOW, PRINT THE NAMES OF ALL MEMBERS OF YOUR HOUSEHOLD INCLUDING:**

- **Yourself;**
- **Your spouse** (if you were married on the day you signed and submitted your FAFSA);
- **Your and/or your spouse's children IF** you and/or your spouse will provide **more than half** of their support between July 1, 2018 and June 30, 2019, even if the children do not live with you;
- **Other people ONLY** if they now live with you **AND** you and/or your spouse provide **more than half** of their support **AND** will continue to provide **more than half** of their support between July 1, 2018 and June 30, 2019.

**NOTE: Support includes money, gifts, loans, housing, food, clothing, transportation, medical/dental care, college tuition, etc. \*\*Supplementary documentation may be required to prove support of dependents other than your spouse and children.**

**2. COLLEGE STUDENTS** - If any household member listed below will be a college student during 2018-2019, enter the name of the college they will be attending. Always count yourself as a college student. Include others only if they will enroll, at least half-time, in a program that leads to a college certificate, diploma or degree.

HOUSEHOLD MEMBER NAME	AGE	RELATIONSHIP TO STUDENT	COLLEGE ATTENDING 2018-2019
		<i>Self</i>	Wayne Community College

~If more space is needed, attach a separate page that includes the student name and WCC ID#~

**IMPORTANT: If you were married on the day you signed and submitted the FAFSA, you must answer all tax and income questions for you AND your spouse. *\*\*If you were not married or were separated, please ignore all references to "spouse".***

**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.** In most cases, no further documentation is needed to verify 2016 income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed by the FAFSA filer.

B. TAX FILING STATUS	
STUDENT (check ONE only)	SPOUSE (check ONE only)
<input type="checkbox"/> Check here if you filed a 2016 federal tax return AND used/will use the <b>IRS DATA RETRIEVAL TOOL</b> to transfer tax information into the FAFSA. <b>{Skip to section D}</b>	<input type="checkbox"/> Check here if your spouse filed a 2016 federal tax return AND used/will use the <b>IRS DATA RETRIEVAL TOOL</b> to transfer tax information into the FAFSA. <b>{Skip to section D}</b>
<input type="checkbox"/> Check here if you filed a 2016 federal tax return but <u>did not and will not</u> use the IRS Data Retrieval Tool. <b>You are required to provide a <u>signed</u> copy of your 2016 IRS TAX RETURN TRANSCRIPT*</b> . <b>{Skip to section D}</b>	<input type="checkbox"/> Check here if your spouse filed a 2016 federal tax return but <u>did not and will not</u> use the IRS Data Retrieval Tool. <b>You are required to provide a <u>signed</u> copy of your spouse's 2016 IRS TAX RETURN TRANSCRIPT*</b> . <b>{Skip to section D}</b>
<input type="checkbox"/> Check here if you <u>will not file</u> a 2016 federal tax return. You are required to <b>complete the NON-TAX FILERS STATEMENT in section C below.</b>	<input type="checkbox"/> Check here if your spouse <u>will not file</u> a 2016 federal tax return. Your spouse is required to <b>complete the NON-TAX FILERS STATEMENT in section C below and sign this form in section D.</b>

**\*REQUEST IRS TAX RETURN TRANSCRIPTS @ [WWW.IRS.GOV](http://WWW.IRS.GOV)**

**C. NON-TAX FILERS STATEMENT** (complete this section ONLY if you OR your spouse did not file a 2016 IRS tax return)

**IMPORTANT:** The Department of Education requires certain non-tax filers to submit a VERIFICATION OF NON-FILING letter (available via [www.irs.gov](http://www.irs.gov)). The letter must be dated on or after October 1, 2017, and be **signed** by the individual named in the letter.

**\*\*Remember to include the student name and WCC ID# on all documents submitted.**

STUDENT (check ONE only)	SPOUSE (check ONE only)
<input type="checkbox"/> I was <b>UNEMPLOYED</b> for all of 2016.	<input type="checkbox"/> I was <b>UNEMPLOYED</b> for all of 2016.
<input type="checkbox"/> I earned income from working in 2016 but <b>I DID NOT, WILL NOT, and am NOT REQUIRED</b> to file a federal tax return. <u>ALL</u> employers and earned income amounts are listed below. <b>I am attaching copies of ALL 2016 W-2's, 1099's, and/or other statements of income provided by my employer(s).</b>	<input type="checkbox"/> I earned income from working in 2016 but <b>I DID NOT, WILL NOT, and am NOT REQUIRED</b> to file a federal tax return. <u>ALL</u> employers and earned income amounts are listed below. <b>I am attaching copies of ALL 2016 W-2's, 1099's, and/or other statements of income provided by my employer(s).</b>

NAME OF EMPLOYER	STUDENT 2016 EARNINGS	W-2 or 1099 PROVIDED?	SPOUSE 2016 EARNINGS	W-2 OR 1099 PROVIDED?
Example: XYZ Department Store	\$1400	Yes	N/A	N/A

-If more space is needed, attach a separate page that includes the student's name and WCC ID#-

**D. CERTIFICATION AND SIGNATURES**

By signing below, I certify that all information reported on this form and any documentation provided is true and complete.

\_\_\_\_\_  
STUDENT SIGNATURE (REQUIRED)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SPOUSE SIGNATURE (REQUIRED FOR NON-TAX FILERS)

\_\_\_\_\_  
DATE

**WARNING:** If you purposely provide false or misleading information to obtain financial aid, you may be fined, sentenced to jail, or both.

RETURN THIS COMPLETED FORM WITH REQUIRED DOCUMENTATION TO:

**Wayne Community College - Financial Aid Office - PO Box 8002 - Goldsboro, NC 27533-8002  
FAX: 919-736-9425**

Wayne Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Wayne Community College. The Commission on Colleges may be contacted only if there is evidence that Wayne Community College is significantly non-compliant with a requirement or standard. Accreditation standards are located at: <http://www.sacscoc.org/principles.asp>.

Inquiries about Wayne Community College, such as admission requirements, financial aid, educational programs, etc. should be addressed directly to Wayne Community College and not the Commission's office.