



**DEPENDENT VERIFICATION 1 DOCUMENT**

Your 2017–2018 Free Application for Federal Student Aid (FAFSA) was selected for verification. Federal regulations require Coker College to request and verify information before awarding federal aid. The information submitted will be compared to your FAFSA information. If corrections are needed based upon the information submitted, the Office of Student Financial Planning will submit electronic corrections and the FAFSA processors will email you an updated student aid report. Contact your student financial planning counselor if you have questions. Complete and submit this verification form along with signed copies of financial documents to the Office of Student Financial Planning. Your financial aid will not be processed until all requested information has been received.

**A. Student’s Information**

Last name	First Name	M.I.	Student ID Number
Street Address (include apt. no.)			Date of Birth
City	State	Zip Code	Home Phone Number with Area Code
Email Address			Cell Phone Number with Area Code

**B. Student’s Family Information**

List below the people in your household. Include:

- Yourself and your parent(s) (including step-parent) 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, 2017 through June 30, 2018, or if the other children would be required to provide parental information if they were completing a FAFSA
- Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2018.

Include the name of the college for any household member who will be enrolled at least half time, in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2017, and June 30, 2018. *If more space is needed, attach a separate page with your name and Social Security Number or Student ID # at the top.*

Full Name	Age	Relationship	College	Enrolled at least half-time?
		<i>Student</i>	<i>Coker College</i>	

Student Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

**C. Dependent Student’s Income Information to be Verified**

**1. TAX RETURN FILERS**

**Instructions:** Complete this section if you, the student, filed or will file a 2015 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If you have not already used the tool, go to [fafsa.ed.gov](http://fafsa.ed.gov), log in to your FAFSA record, select “Make FAFSA Corrections,” and navigate to the Financial Information section of the form. From there, follow the instructions to determine if you are eligible to use the IRS Data Retrieval Tool to transfer 2015 IRS income tax information into your FAFSA. A 2015 IRS Tax Return Transcript may be obtained through:*

- Get Transcript by MAIL – Go to [www.irs.gov](http://www.irs.gov), under the Tools heading, click "Get a tax transcript." Click “Get Transcript by MAIL.” Make sure to request the “IRS Tax Return Transcript” and **NOT** the “IRS Tax Account Transcript.”
- Get Transcript ONLINE – Go to [www.irs.gov](http://www.irs.gov), under the Tools heading, click "Get a tax transcript." Click “Get Transcript ONLINE.” Make sure to request the “IRS Tax Return Transcript” and **NOT** the “IRS Tax Account Transcript.”
- Automated Telephone Request – 1-800-908-9946

**Check the box that applies:**

- I, the student, have used the IRS Data Retrieval Tool in FAFSA on the Web to transfer my 2015 IRS income information into my FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *The school will use the IRS information that was transferred in the verification process and may request additional IRS documents.*
- I, the student, have not yet used the IRS Data Retrieval Tool, but I will provide my 2015 IRS Tax Transcript to the Office of Student Financial Planning. *The school may request additional IRS documents at a later time.*
- I, the student, am unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and I will submit my: 2015 IRS tax return transcript(s) to the financial aid office. *To obtain an IRS tax return transcript, go to [www.IRS.gov](http://www.IRS.gov) and click on the “Order a Return or Account Transcript” link. Make sure to request the “IRS tax return transcript” and not the “IRS tax account transcript.” You will need your Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when your 2015 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.*
- I, the student, filed amended IRS Income Tax Returns. Provide a 2015 IRS Tax Return Transcript and a signed copy of the 2015 IRS Form 1040X that was filed with the IRS.

**2. TAX RETURN NONFILERS**—Complete this section if you, the student, will not file and are not required to file a 2015 income tax return with the IRS. Provide a copy of the IRS Verification of Non-Filing document—the student will request this document from the IRS.

**Check the box that applies:**

- The student was not employed and had no income earned from work in 2015.
- The student was employed in 2015 and has listed below the names of all employers and the amount earned from each employer in 2015, and whether an IRS W-2 form is attached. Attach copies of all 2015 W-2 forms issued to you by employers. *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and SSN or Student ID # at the top.*

Employer’s Name	2015 Amount Earned

**Student Name:** \_\_\_\_\_ **Student ID#:** \_\_\_\_\_

**D. Parent's Income Information to be Verified**

**1. TAX RETURN FILERS**

**Instructions:** Complete this section if the student's parent(s) filed or will file a 2015 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If you have not already used the tool, go to FAFSA.ed.gov, log in to your FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. Follow the instructions to determine if they are eligible to use the IRS Data Retrieval Tool to transfer 2015 IRS income tax information into your FAFSA.* A **2015 IRS Tax Return Transcript** may be obtained through:

- **Get Transcript by MAIL** – Go to [www.irs.gov](http://www.irs.gov), under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."
- **Get Transcript ONLINE** – Go to [www.irs.gov](http://www.irs.gov), under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."
- **Automated Telephone Request** – 1-800-908-9946

**Check the box that applies:**

- The student's parent(s) have used the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2015 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *The school will use the IRS information that was transferred in the verification process and may request additional IRS documents.*
- The student's parent(s) have not yet used the IRS Data Retrieval Tool, but will provide a 2015 IRS Tax Transcript to the Office of Student Financial Planning. *The school may request additional IRS documents at a later time.*
- The student's parent(s) were unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and will submit: 2015 IRS tax return transcript(s). *To obtain an IRS tax return transcript, go to [www.IRS.gov](http://www.IRS.gov) and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure to request the "IRS tax return transcript" and not the "IRS tax account transcript." You will need your Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when your 2015 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.*
- The student's parent(s) filed amended IRS Income Tax Returns. Provide a 2015 IRS Tax Return Transcript and a signed copy of the 2015 IRS Form 1040X that was filed with the IRS.

**2. TAX RETURN NONFILERS**—Complete this section if the student's parent(s) will not file and are not required to file a 2015 income tax return with the IRS. Provide a copy of the IRS Verification of Non-Filing document—the parents will request this document from the IRS.

**Check the box that applies:**

- The student's parent(s) were not employed and had no income earned from work in 2015.
- The student's parent(s) were employed in 2015 and has listed below the names of all employers and the amount earned from each employer in 2015. Attach copies of all 2015 W-2 forms issued to the parent(s) by employers. *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and SSN or Student ID # at the top.*

Employer's Name	2015 Amount Earned

Coker College

Office of Student Financial Planning | 300 E. College Avenue | Hartsville, SC 29550  
843-383-8055 | 800-950-1908 | 843-383-8159 Fax | [financial\\_aid@coker.edu](mailto:financial_aid@coker.edu)

**Student Name:** \_\_\_\_\_ **Student ID#:** \_\_\_\_\_

**E. Student's and Parent's Other Information to be Verified**

- The parents certify that \_\_\_\_\_, a member of the parents' household, received benefits from the Supplemental Nutrition Assistance Program (SNAP) sometime during 2015 or 2016. The parents' household includes: the student; the parents (including stepparent) even if the student doesn't live with the parents; the parents' other children if the parents will provide more than half of the children's support from July 1, 2017, through June 30, 2018, or if the other children would be required to provide parental information if they were completing a FAFSA for 2017-2018. Include children who meet either of these standards even if the children do not live with the parents; other people if they now live with the parents and the parents provide more than half of the other people's support and will continue to provide more than half of their support through June 30, 2018. Note: We may require documentation from the agency that issued the SNAP benefits in 2015 or 2016.
- Complete this section if one of the student's parents **paid** or **received** child support in 2016. Provide yearly amount of support paid. *We reserve the right to request: a copy of child payment checks, money order receipts, or records of electronic payments.*

Name of Person that Paid Child Support	Name of Person that Received Child Support	Name of Child for Whom Support was Paid	Child's Age	Support Paid

SIGN: I certify that I paid the child support referenced above: \_\_\_\_\_

*Signature of Person(s) who paid child support*

- Complete this section if one or both of the student's parent(s) had untaxed portions of Income Retirement Account (IRA) distributions, IRA Deductions payments, and/or untaxed portion of Pension and Annuity distributions. List any payments (direct or withheld from earnings) to tax-deferred pension and retirement savings plans (e.g., 401(k) or 403(b) plans), including but not limited to amounts reported on W-2s in boxes 12a, b, c, and d with codes D, E, F, G, H, and S.

IRA Distribution Payment	Untaxed Portions of Individual Retirement	IRA Deductions Payment	Untaxed Portion of Pension and Annuity Distribution

- Complete this section if you and/or your parent(s) received the Education Tax Credit. List Tax Exempt Interest Income.

Name of Person Who Received the Education credit or Tax Exempt Interest Income	Education Credit?	Tax Exempt Income?	Amount Received

**F. Certification and Signature**

I certify that all of the information reported on this document is complete and correct. The student and parent must sign this document.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

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