

Your Free Application for Federal Student Aid (FAFSA) was selected for a review process called verification. If there are differences between the FAFSA and the documents submitted, corrections will be made to the FAFSA and sent to the U.S. Department of Education for confirmation. **We cannot determine or award federal financial aid until verification has been completed, so please provide the needed documentation as soon as possible.**

WHAT YOU NEED TO KNOW:

Step 1: Complete this form in blue or black ink. Ensure the form is filled out completely; if the answer is zero or if the question does not apply to you, write “0” or “N/A.” **Do not leave blank.** This form will be returned to you if information is not fully and accurately completed.

Step 2: Provide the tax and income information as requested in section C (for student).

To obtain an IRS tax return transcript: go to www.irs.gov/transcript or call 1 (800) 908-9946. Transcripts will be mailed and are usually received by the tax filer approximately 7-10 days from the date the request was made electronically or by phone. IRS income information is usually available to be requested approximately three weeks after taxes are filed electronically and up to eleven weeks for paper IRS tax return filers.

Step 3: Bring, fax, or mail this form to the University of Arkansas – Fort Smith Financial Aid Office. **Do not make any further corrections or changes to the FAFSA once you have submitted this form unless specifically advised to do so by the Financial Aid Office.**

A. STUDENT INFORMATION:

| | | | |
|----------------|------------|----------|--|
| Last Name | First Name | MI | Social Security Number |
| Street Address | | | Date of Birth |
| City | State | Zip Code | Daytime Phone Number (include area code) |

B. FAMILY INFORMATION:

List the people in your household. Include:

- Yourself
- Your spouse, if you are married **and**
- Your children, if you will provide more than half of their support from July 1, 2016 through June 30, 2017 **and**
- Other people if they now live with you and you provide more than half of their financial support and will continue to provide more than half of their financial support from July 1, 2016 through June 30, 2017. **Submit 2016-2017 Independent Support Documentation Form.**

| Full Name | Date of Birth | RELATIONSHIP | COLLEGE NAME If Enrolled at Least Half-Time During 2016-2017 |
|-----------|---------------|--------------|---|
| | | SELF | University of Arkansas – Fort Smith |
| | | | |
| | | | |
| | | | |

C. STUDENT FEDERAL TAX RETURN and INCOME INFORMATION:

Please choose one of the following options: **(See instructions at the beginning of this form for obtaining the IRS Tax Return Transcript).**

FOR TAX FILERS: Please check the appropriate box if a tax return was filed in your name for 2015.

IRS Data Retrieval Tool in FAFSA on the Web

The student has used or will use the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2015 IRS income information into the FAFSA. *Please note:* If IRS Data Retrieval Tool information is changed, we will not be able to complete verification with that information and will require the 2015 tax return transcript.

2015 Tax Return Transcript

The student has attached or will send a copy of the 2015 IRS Tax Return Transcript (NOT the income tax return).

Filed an Extension with IRS

The student has been granted a filing extension by the IRS and has attached:

- a copy of the IRS Form 4868 "Application for Automatic Extension of Time to File U.S. Individual Income Tax Return" that was filed for 2015;
- a copy of any 2015 W-2(s)
- *if self-employed*, a signed statement certifying the amount of the individual's AGI and U.S. income tax paid for 2015.

Please note: Once the tax extension deadline has passed on October 15, 2015, you will be required to submit to our office your completed tax information as requested above or documentation from the IRS that you have been granted a further extension. If this information is not received by January 1, 2017, your federal financial aid will be cancelled until documentation is received.

Filed an Amended Tax Return

The student has filed an amended IRS income tax return (1040X) for 2015 and has attached:

- a copy of the 2015 Tax Return Transcript (NOT the income tax return);
- and a signed copy of the 2015 1040X "Amended US Individual Income Tax Return;"

Victim of Identity Theft

The student is a victim of identity theft and is unable to provide a copy of the 2015 Tax Return Transcript or use the IRS Data Retrieval Tool. A victim of tax administration identity theft must contact the IRS at 1 (800) 908-4490. Upon authentication of the tax filer's identity, the IRS will provide, by U.S. Postal Service, a printout of the tax filer's 2015 IRS income tax information. You must also submit a signed statement indicating you are a victim of IRS tax-related identity theft and that the IRS has been made aware of the tax-related identity theft.

Foreign/Puerto Rico/other U.S. Territory Tax Return

The student has filed or will file a 2015 income tax return with Puerto Rico, another U.S. Territory, or with a foreign country and will provide a translated and signed copy of the 2015 tax return from that territory or country.

FOR NON-FILERS: Please check the appropriate boxes if no tax return was filed in your name for 2015.

Did NOT File and NOT Required to File 2015 Income Tax Return

The student did not file and is not required to file a 2015 income tax return with the IRS. Please choose one of the following options:

Not Employed and Had No Income

Student was not employed and had no income in 2015.

Did Earn Income

The student was employed in 2015 and has attached a copy of any 2015 W-2(s) or 1099(s).

List every employer, even if they did not issue a W-2 or 1099-MISC.

| 2015 Source of Income | 2015 Amount Earned | Earned by (Name) | W-2 or 1099 Attached? |
|-----------------------|--------------------|------------------|-----------------------|
| | \$ | | |
| | \$ | | |
| | \$ | | |

D. CHILD SUPPORT PAID:

- No child support was paid in 2015 by the any member of the student’s household.
- A member of the student’s household paid child support in 2015. List in the chart below the names of the person who paid the child support, the names of the persons to whom child support was paid, the names of the children for whom the child support was paid and the total annual amount of child support that was paid in 2015 for each child.

| Name of Person Who Paid Child Support | Name of Person to Whom Child Support was Paid | Name of Child for Whom Support was Paid | Age of Child for Whom Support was Paid | Amount of Child Support Paid in 2015 |
|---------------------------------------|---|---|--|--------------------------------------|
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |

If more space is needed, provide a separate page that includes the student’s name and ID number.

Note: If we have reason to believe that the information regarding child support paid is not accurate, we may request additional documentation, such as:

- A statement from the individual receiving the child support certifying the amount of the child support received; or
- Copies of the child support payment checks or money order receipts.

E. RECEIPT OF SNAP (Supplemental Nutritional Assistance Program) BENEFITS:

- No SNAP benefits were received by any member of the student’s household.
- A member of the student’s household received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2014 or 2015. SNAP may be known by another name in some states. For assistance determining the name used in a state, please call 1 (800) 4FED-AID (1-800-433-3243).

Note: If we have reason to believe that the information regarding the receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued SNAP benefits in 2014 or 2015.

F. SIGN THIS FORM:

By signing this form, I certify that all the information reported on this form is complete and correct.

WARNING: If you purposefully give false or misleading information on this form, you may be fined, sentenced to prison, or both.

Student Signature: _____

Date: _____