

## 2014-2015 Dependent Verification Worksheet (V4)

Your 2014–2015 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called Verification. The school will compare information from your FAFSA with 2013 Federal IRS Tax data, this form, and any other requested documents. If there are any differences between your FAFSA information and your documents Tusculum College may make or ask you to make corrections.

You and at least one parent must complete, sign and submit this worksheet along with any required documents to the Tusculum College Office of Financial Aid as soon as possible. After reviewing your file you may be asked for additional information. The law says that we have the right to ask you for this information before awarding Federal Student Aid.

If you have questions about this process, please contact the Office of Financial Aid as soon as possible to prevent delays.

As of 2013 IRS Federal Tax Return Transcripts or FAFSA IRS Data Retrieval is required for the Verification Process (more detail on Page 2). **Signed copies of tax forms are not acceptable documentation.**

### A. Dependent Student's Information

Student's Last Name	Student's First Name	Student's M.I.	Student's Social Security Number
Student's Street Address (include apt. no.)			School Assigned ID Number (if known)
City	State	Zip Code	Student's Date of Birth
Student's Email Address			Student's Home or Cell Phone Number

### B. Verification of Child Support Paid in 2013

Complete this section if the student and / or parent paid child support in 2013.

Please indicate below the name of the person who paid the child support, to whom the child support was paid, the names of the children for whom child support was paid, and the total **annual** amount of child support paid in 2013 per child. *If you need more space, attach a separate page that includes the student's name and Social Security Number at the top.*

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2013

### C. SNAP (Supplemental Nutrition Assistance Program – formerly known as food stamps) Benefits Confirmation

Check the response that applies: Did your parents or anyone in their household receive SNAP Benefits in 2012 or 2013?

Yes                       No

**A dependent student's legal parents, regardless of marital status or gender, are required to provide information on the FAFSA if they live together.** List the people in your parent(s)' household, include:

- Yourself.
- Your biological or adoptive parent(s) (including step-parent) regardless of marital status in they live together in the same household, even if you do not live with your parents. In the case of divorce, include the parent from which more of your financial support was provided (even if you do not live with them)

Student's Name: \_\_\_\_\_ SSN: \_\_\_\_\_

- (cont'd) Your parent(s)' other children, even if they do not live with your parent(s), **if:**
  - a) Your parents will provide more than half of their support through June 30, 2015 **or,**
  - b) The children would be required to provide parental information when applying for Federal Student Aid.
- Other people if they now live with your parent(s) and your parent(s) **provide more than half of their support** and will continue to provide more than half of their support through June 30, 2015 (exclude foster children).

**D. High School Completion Status**

Please check the document you will submit\* to verify the student's high school completion status when the student will begin college in 2014-2015:

- A copy of the student's high school diploma
- A copy of the student's final official high school transcript that shows the date when the diploma was awarded
- A copy of the student's General Educational Development (GED) certificate or GED transcript.
- 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
- If State law requires a homeschooled student to obtain a secondary credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential
- If State law does not require a homeschooled student to obtain a secondary school completion credential for homeschool (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 documents the successful completion of a secondary school education in a homeschool setting

*If the student is unable to obtain the documentation listed above, he or she must contact the Office of Financial Aid.*

\*If you have already submitted this documentation or plan to submit to Tusculum College, please indicate which office it was or will be submitted to and an approximate date:

- Admission Office. Sent (date): \_\_\_\_\_ OR Will send (date): \_\_\_\_\_
- Registrar's Office. Sent (date): \_\_\_\_\_ OR Will send (date): \_\_\_\_\_
- Other Office: \_\_\_\_\_ Sent (date): \_\_\_\_\_ OR Will send (date): \_\_\_\_\_

**E. Certification and Signatures** (the student and one parent must sign and date).

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent must sign and date.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

*Submit this worksheet to the Tusculum College Office of Financial Aid.  
You should make a copy of this worksheet for your records.*

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

Note: If we have reason to believe that any information on this form is inaccurate we may require supplemental documentation.

**\*\*\*Please continue to Page 3 to complete Section F\*\*\***

Student's Name: \_\_\_\_\_ SSN: \_\_\_\_\_

**F. Identity and Statement of Educational Purpose**

You must verify your identity and sign a statement of Educational Purpose. There are two options for completing this section:

1. Appear in person at Tusculum College (main campus or any site locations) and present a valid government-issued photo identification.
2. If unable to appear in person you must provide an original notarized statement (form on page 4).

**Option 1 (appear in person)**

In order to verify your identity, present a valid government-issued photo identification (ID), such as, but not limited to:

- A driver's license
- Other state-issued ID
- Passport

The college will maintain a copy of the student's photo ID that is annotated with the date it was received and the name of the office at the institution authorized to collect the student's ID.

**Statement of Educational Purpose.**

The student must sign in the presence of a Tusculum College Official:

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Tusculum College for 2014-2015.  
(Print Student's Name)

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

Tusculum College Staff ID Verification:	Verified by: _____	Date: _____
Valid Government-issued photo ID used to Verify Identity:		
___ Driver's License		
___ U.S. Passport		
___ Other Government/State Issued ID _____		
	Type of State Issued ID	

**Please submit the original of Section F; copies are not acceptable (for this section only).**

Student's Name: \_\_\_\_\_ SSN: \_\_\_\_\_

**Option 2 (unable to appear in person)**

*Only if unable to complete Option 1*

**Identity and Statement of Educational Purpose (To Be Signed With Notary)**

If the student is unable to appear in person at Tusculum College (main campus or site location) to verify his or her identity, the student must provide:

- (a) A copy of the valid government-issued photo identification (ID) that is acknowledged in the notary statement below, such as but not limited to a driver's license, other state-issued ID, or passport; and
- (b) The original notarized Statement of Educational Purpose provided below.

**Statement of Educational Purpose.**

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Tusculum College for 2014-2015.

(Print Student's Name)

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

**Notary's Certificate of Acknowledgement**

State of \_\_\_\_\_

City/County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,  
(Date) (Notary's name)

personally appeared, \_\_\_\_\_, and provided to me  
(Printed name of signer)

on basis of satisfactory evidence of identification \_\_\_\_\_  
(Type of government-issued photo ID provided)

to be the above-named person who signed the foregoing instrument.

**WITNESS my hand and official seal**

(seal)

\_\_\_\_\_  
(Notary signature)

My commission expires on \_\_\_\_\_  
(Date)

**Please submit the original of Section F; copies are not acceptable (for this section only).**