

Your application was selected for review in a process called verification. Please submit this form with all requested documentation to the Columbus State University Financial Aid Office. The information will be compared to information on your 2014-2015 FAFSA. Discrepancies will be corrected by the Financial Aid Office based on the verification documentation.

Student's Last Name	First Name	M.I.	CSU ID # or last 4 digits of Soc Sec #
Date of Birth	Cell Phone #	E-mail Address	

**A. Family Information – check one**

You are considered Dependent if you were required to provide parent information on your FAFSA.

<input type="checkbox"/> <b>Dependent Students:</b> List the people in your parent(s)' household for which your parent(s) will provide more than half of their support from July 1, 2014 to June 30, 2015. Also, please list the college name for any household member (excluding parents) who will be <u>attending at least half time</u> between July 1, 2014 to June 30, 2015. Include: <ul style="list-style-type: none"> <li>• yourself (<b>regardless of where you reside</b>)</li> <li>• your parent(s), include stepparent, if remarried</li> <li>• your parent(s)' other children if your parent(s) will provide more than half of their support from July 1, 2014 to June 30, 2015 or if the child would be required to give parental information when completing the 2014-2015 FAFSA.</li> <li>• <b>Include other people as part of your household only if</b> they now live with your parent(s) <b>AND</b> your parent(s) provide more than half of their support <b>AND</b> will continue to provide more than half of their support through June 30, 2015.</li> </ul>	<input type="checkbox"/> <b>Independent Students:</b> List the people in your household for which you or your spouse will provide more than half of their support from July 1, 2014 to June 30, 2015. Also, please list the college name for any household member who will be <u>attending at least half time</u> between July 1, 2014 and June 30, 2015. Include: <ul style="list-style-type: none"> <li>• yourself</li> <li>• your spouse, if married</li> <li>• your children if you or your spouse will provide more than half of their support from July 1, 2014 to June 30, 2015 or if the child would be required to give parental information when completing the 2014-2015 FAFSA.</li> <li>• <b>Include other people as part of your household only if:</b> they now live with you or your spouse <b>AND</b> you or your spouse provide more than half of their support <b>AND</b> will continue to provide more than half of their support through June 30, 2015.</li> </ul>
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Full Name	Age	Relationship	College Attending between July 1, 2014 – June 30, 2015	Will be Enrolled at Least Half Time
		<i>Self</i>	<i>Columbus State University</i>	<i>Yes</i>

**Students/spouse and parents are encouraged to use the IRS Data Retrieval Tool to authenticate 2013 federal income tax information. This can be done at the initial FAFSA filing or by returning to [www.fafsa.ed.gov](http://www.fafsa.ed.gov), logging into the student's FAFSA record, selecting "Make FAFSA Correction" and navigating to the IRS Data Retrieval Tool for the student tax information and/or parent tax information. Allow 3 weeks after electronic tax return filing with the IRS for the data to be available.**

**\*If the student/spouse or parent is unable or chooses not to use the IRS Data Retrieval Tool, a 2013 IRS TAX RETURN TRANSCRIPT MUST BE ATTACHED. (We cannot accept a copy of the federal tax return.) To obtain this transcript, go to [www.IRS.gov](http://www.IRS.gov) and click on the "Order a Return or Account Transcript", then "Order a Transcript", enter your identifying information, then indicate that the type of transcript is a "Return Transcript" or call 1-800-908-9946 and select option 2 for a Tax Return Transcript. Allow 10 days for receipt of the transcript.**

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

CSU ID#: \_\_\_\_\_

This page must be completed regardless of whether or not you/your spouse or your parents (if dependent) filed taxes in 2013.

**B. Tax Filer Income Authentication:** Complete the grid below for the people in **Section A** that did or will file a 2013 federal tax return.

<b>Student : Tax Filer</b>	<input type="checkbox"/> Taxes Filed - <u>IRS Data Retrieval Tool Used on FAFSA</u> - (Skip to section E) <input type="checkbox"/> Taxes Filed - IRS Data Retrieval Tool <u>Not Used on FAFSA</u> - Attach the student's * 2013 IRS Tax Return Transcript to this form and complete the wages in the next column. <input type="checkbox"/> Filed Tax Extension - Attach student's 2013 IRS Form 4868** and all W-2(s). If self-employed, provide a signed statement of 2013 AGI and Taxes Paid.	\$ _____ 2013 wages from box 1 of W-2s
<b>Parent 1: Tax Filer</b>	<input type="checkbox"/> Taxes Filed - <u>IRS Data Retrieval Tool Used on FAFSA</u> - (Skip to section E) <input type="checkbox"/> Taxes Filed - IRS Data Retrieval Tool <u>Not Used on FAFSA</u> – Attach parent's *2013 IRS Tax Return Transcript to this form and complete the wages in the next column. <input type="checkbox"/> Filed Tax Extension – Attach parent's 2013 IRS Form 4868** and all W-2(s). If self-employed, provide a signed statement of 2013 AGI and Taxes Paid.	\$ _____ 2013 wages from box 1 of W-2s
<b>Parent 2: Tax Filer</b>	<input type="checkbox"/> Taxes Filed - <u>IRS Data Retrieval Tool Used on FAFSA</u> - (Skip to section E) <input type="checkbox"/> Taxes Filed - IRS Data Retrieval Tool <u>Not Used on FAFSA</u> - Attach parent's *2013 IRS Tax Return Transcript to this form and complete the wages in the next column. <input type="checkbox"/> Filed Tax Extension - Attach parent's 2013 IRS Form 4868** and all W-2(s). If self-employed, provide a signed statement of 2013 AGI and Taxes Paid.	\$ _____ 2013 wages from box 1 of W-2s
<b>Spouse, if married: Tax Filer</b>	<input type="checkbox"/> Taxes Filed - <u>IRS Data Retrieval Tool Used on FAFSA</u> - (Skip to section E) <input type="checkbox"/> Taxes Filed - IRS Data Retrieval Tool <u>Not Used on FAFSA</u> - Attach the spouse's *2013 IRS Tax Return Transcript to his form and complete the wages in the next column. <input type="checkbox"/> Filed Tax Extension - Attach spouse's 2013 IRS Form 4868** and all W-2(s). If self-employed, provide a signed statement of 2013 AGI and Taxes Paid.	\$ _____ 2013 wages from box 1 of W-2s

\* See 1<sup>st</sup> page for instructions to obtain a 2013 Tax Return Transcript.

\*\*Tax Extension documents, 2013 IRS Form 4868, are only accepted through October 15, 2014.

**C. Non-Tax Filer Income Authentication:** Complete the grid below for the people in **Section A** who did not file and are not required to file a 2013 federal tax return. A copy of the W-2(s) from each employer must be attached to this form.

	Income Earned In 2013?	Income/Employer	2013 Income Earned	W-2's Attached (check)
<b>Student: Non-Tax Filer</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No		\$	<input type="checkbox"/>
			\$	<input type="checkbox"/>
<b>Parent 1: Non-Tax Filer</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No		\$	<input type="checkbox"/>
			\$	<input type="checkbox"/>
<b>Parent 2: Non-Tax Filer</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No		\$	<input type="checkbox"/>
			\$	<input type="checkbox"/>
<b>Spouse, if married: Non-Tax Filer</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No		\$	<input type="checkbox"/>
			\$	<input type="checkbox"/>

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

CSU ID#: \_\_\_\_\_

**D.** So that we can fully understand the student's family's financial situation and how the family is meeting basic living expenses, please provide below information about any other resources, benefits, and other amounts received by the student and any members of the student's household. This may include items that were not required to be reported on the FAFSA or other forms submitted to the financial aid office, and include such things as federal veteran's education benefits, military housing, public housing assistance, SNAP, TANF, etc.

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

Name of Recipient	Type of Financial Support	Amount of Financial Support Received in 2013

**E.** Were you, your spouse (if married) or parent self-employed in 2013?  Yes  No

If yes, please provide the total amount of business income for you \$ \_\_\_\_\_, your spouse \$ \_\_\_\_\_, parent 1 \$ \_\_\_\_\_ and parent 2 \$ \_\_\_\_\_. This information should be listed on line 12 of IRS form 1040.

**F.** Did any person listed in **Section A** receive Supplemental Nutrition Assistance Program or SNAP benefits (formerly known as food stamps) at any time during 2012 or 2013 calendar years?  Yes  No

**G.** Did any person listed in **Section A** pay child support in 2013?  Yes  No

If YES, complete the information below for each child.

Name of person who paid child support	Name of person to whom child support was paid	Name of child for whom child support was paid	Annual amount of child support paid in 2013
			\$
			\$
			\$
			\$

**H.** Were you, your spouse (if married), or parent (if dependent) a member of the U.S. Armed Forces (not National Guard or Reservist) in 2013?  Yes  No

If yes, indicate the total amount received in 2013 for food (BAS) and other allowances (e.g. Drill Sergeant pay, Parachute pay, re-enlistment bonus). This information may be available on your Leave and Earnings Statement.

Food \$ \_\_\_\_\_ Other allowances \$ \_\_\_\_\_ (do not include military housing)  
 (January through December 2013) (January through December 2013)

**I. Sign this Verification Worksheet**

By signing this Verification Worksheet, I/we certify that all the information reported on this worksheet is complete and correct. **If dependent, at least one parent must sign.**

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

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

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Parent's Signature (dependent students only)

\_\_\_\_\_  
 Date

**SUBMIT DOCUMENTS TO:** Office of Financial Aid, Columbus State University,  
 4225 University Ave., Columbus, GA 31907 FAX (706) 568-2230  
[data\\_entry@columbusstate.edu](mailto:data_entry@columbusstate.edu) OFFICE (706) 507-8800

Please include the CSU student ID # on all 2013 IRS Tax Return Transcripts and W-2s. Please note that processing may take 4-6 weeks during the peak period after all requested documents are received.