Your 2014–2015 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

A. Student Information

Last Name __________________________ First Name ______________________ MI __________________

Address (include apt. #) _________________________________________________________________

City ___________________________ State ________ Zip Code __________ Date of Birth _________

Phone Number __________________________ Email Address ________________________________

B. Family Information:

Please fill in the following chart with:

• Yourself and your parent(s) (including a stepparent) 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, 2014, through June 30, 2015, or if the other children would be required to provide parental information if they were completing a FAFSA for 2014-2015. Include children who meet either of these standards, even if they do not live with your parent(s).
• Include 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.
• Include the name of the college for any household member, excluding your parent(s), 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, 2014, and June 30, 2015. If more space is needed, attach a separate page with the student’s name and school ID Number at the top.

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Age</th>
<th>Relationship to you</th>
<th>If this person will attend college 6 credit hours or more in 2013-2014 write college name here</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>SELF/STUDENT</td>
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C. Food Stamps (SNAP- Supplemental Nutrition Assistance Program)

Complete this section if someone in the student’s parent’s household (listed in STEP B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) any time during the 2012 and/or 2013 calendar years.

Yes one of the persons listed in STEP B of this worksheet received SNAP benefits during 2012 and/or 2013.

No one in the household received SNAP during 2012 or 2013.
D. Child Support Paid Did either of your parents pay child support in 2013? If yes, you must complete the chart below. You will need to provide documentation for this if asked.

<table>
<thead>
<tr>
<th>Name of person who paid child support</th>
<th>Name of person to whom child support was paid</th>
<th>Name of child for whom child support was paid</th>
<th>Amount of Child support paid in 2013</th>
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E. Students 2013 income information

1. Tax Return Filers: Complete this section if you filed or will file a 2013 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.gov, log into 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 2012 IRS income tax information into your FAFSA.

Check the box that applies:

- [ ] I have used the Data Retrieval Tool
- [ ] I will use the tool once I have filed my 2013 IRS tax return. I understand that the verification process cannot be completed until my (and my parents) IRS information has been transferred into my FAFSA
- [ ] I cannot or will not use the tool and I will submit a 2013 IRS tax return transcript. I understand that verification cannot be completed until the transcript has been received and evaluated.

To obtain an IRS tax return transcript, go to 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 2013 IRS tax return was filed)

2. Tax return non-filers—complete this section if you will not file and are not required to file a 2013 income tax return with the IRS.
Check which statement is true

- [ ] I was not employed and had no income earned from work in 2013- *If you had no income, or minimal income, during 2013, you must document your means of support. Submit a statement and any documentation related to your income for 2013 with this form.*

- [ ] I was employed in 2013 but was not required to file a tax return. Listed below are the names of all employers, the amount earned from each employer, and whether an IRS W-2 is attached. If you received a W2 you must attach it. List every employer even if you did not receive a W-2

<table>
<thead>
<tr>
<th>Employers Name</th>
<th>2012 Amount Earned</th>
<th>W-2 Attached</th>
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F. Parents 2013 tax information

1. Tax Return Filers: Complete this section if you filed or will file a 2013 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.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 2013 IRS income tax information into your FAFSA.

   Check the box that applies:
   □ I have used the data Retrieval tool
   □ I will use the tool once I have filed my 2013 IRS tax return. I understand that the verification process cannot be completed until my (and my parents) IRS information has been transferred into my FAFSA
   □ I cannot or will not use the tool and I will submit a 2013 IRS tax return transcript. I understand that verification cannot be completed until the transcript has been received and evaluated.

   To obtain an IRS tax return transcript, go to 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 2013 IRS tax return was filed)

2. Tax return non-filers—complete this section if you will not file and are not required to file a 2013 income tax return with the IRS.

   Check which statement is true
   □ I was not employed and had no income earned from work in 2013 If you had no income, or minimal income, during 2013, you must document your means of support with an email or written statement.

   Submit a statement and any documentation related to your income for 2013 with this form.

   □ I was employed in 2013 but was not required to file a tax return. Listed below are the names of all employers, the amount earned from each employer, and whether an IRS W-2 is attached. If you received any W2’s you must attach them. List every employer even if you did not receive a W-2

<table>
<thead>
<tr>
<th>Employers Name</th>
<th>2012 Amount Earned</th>
<th>W-2 Attached</th>
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By signing this form, I certify that all of the information is complete and correct.

Student ___________________________ Date _________________

Parent _______________________________ Date _________________

Please return this worksheet to Student Financial Services, One University Hill Drive, Buena Vista VA 24416 or Fax to: 540-266-3840. If you have questions, please contact our office at 540-261-8405 or email us at student.finances@svu.edu. Until Verification is complete your financial aid is tentative and cannot be released.