

Your 2016-2017 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called 'Verification'. Federal regulations require the financial aid administration verify the information your family reported on your FAFSA. You and your parent(s) must complete this VERIFICATION process which includes completing and submitting verification worksheets, tax return transcript(s) and all W-2 forms for BOTH student & parents before we can determine eligibility for federal student aid. We may request additional information after we have reviewed all documents. Please contact our office if you have any questions. **Complete this fillable form and then print out to physically sign all 'signature' areas (if applicable). Submit all documents to CWC Financial Aid.**

### DEPENDENT STUDENT'S INFORMATION

\_\_\_\_\_  
Student's Last Name                      First Name                      M.I.                      Student's CWC ID #

\_\_\_\_\_  
Student's street address                      mailing address (if different)                      City                      State                      Zip Code

\_\_\_\_\_  
Student's Date of Birth                      Student's Home Telephone Number                      Cell Number

\_\_\_\_\_  
Student's Email Address                      What term(s) will you be attending CWC:  
 Fall & Spring     Fall only     Spring only     Summer 2017

**STUDENT'S MARITAL STATUS:**     I am single     I am married     I am separated     I am divorced     I am widowed

**HOUSING PLANS** (while attending CWC):     On Campus or Off Campus     Live with parents, relatives, etc.

**PRIOR COLLEGE HISTORY:** - Have you previously attended any colleges (including CWC, university, community college, vo-tech institutions)? (Include dual or concurrent courses while in high school)

- No, I have never attended any college. This is my first year in college.
- Yes, I have previously attended college. List your college history (including dates of attendance below). You must also order 'official' college transcripts from all previous colleges.

Name of college: \_\_\_\_\_ Dates: \_\_\_\_\_                      Name of college: \_\_\_\_\_ Dates: \_\_\_\_\_  
Name of college: \_\_\_\_\_ Dates: \_\_\_\_\_                      Name of college: \_\_\_\_\_ Dates: \_\_\_\_\_

### STUDENT'S 2015 INCOME INFORMATION

**STUDENT TAX FILING INFORMATION** – Did you 'file' a 2015 IRS Federal Tax Return? Did you use the IRS Data Retrieval Tool?

- YES, I did file a federal tax return **AND** I used the *IRS Data Retrieval Tool* when completing my FAFSA. Submit 2015 W-2 forms (if you do not have your W-2's, order 'wages and income statements' by completing the IRS Form 4506-T.)
- YES, I did file a federal tax return **BUT** I did **NOT** use the *IRS Data Retrieval Tool* when completing my FAFSA. Order a Tax Return Transcript and also submit 2015 W-2 forms (if you do not have your W-2's, order 'wages and income statements' by completing the IRS Form 4506-T).
- NO, I have not yet filed my taxes (please explain): \_\_\_\_\_
- NO, I certify that I did NOT and I am NOT required to file a 2015 federal tax return. **Student Signature:** \_\_\_\_\_  
*Order a Verification of Non-Filing and also submit 2015 W-2 forms (if you do not have your W-2's, order 'wages and income statements' by completing the IRS Form 4506-T and order BOTH a Verification of Non-Filing and your Wage and Income Statements by completing the IRS Form 4506-T).*
- I certify that I was **not** employed and had **no income earned from work** in 2015. **Student Signature:** \_\_\_\_\_

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

Student's CWC ID: \_\_\_\_\_

### STUDENT'S 2015 INCOME INFORMATION continued

List the names of your employers for 2015 below. Include the amount earned from each employer. *Submit a copy of all 2015 IRS W-2 forms issued to you by your employers. If you did not receive a W-2, contact your employer and request a duplicate copy or you can order wage and income statements from the IRS. If you need more space, submit a separate page, include your name and ID number at the top.*

Student's Employer's Name	Annual Amount Earned in 2015	W-2 Attached?
	\$	<input type="checkbox"/> YES <input type="checkbox"/> No, ordering
	\$	<input type="checkbox"/> YES <input type="checkbox"/> No, ordering
	\$	<input type="checkbox"/> YES <input type="checkbox"/> No, ordering
	\$	<input type="checkbox"/> YES <input type="checkbox"/> No, ordering

### STUDENT'S 2015 ADDITIONAL FINANCIAL INFORMATION

Did you have any taxable college grant and scholarship aid **reported to the IRS in your adjusted gross income**? Includes AmeriCorps benefits (awards, living allowances and interest accrual payments), as well as grant and scholarship portions of fellowships and assistantships?  NO  YES, how much: \$ \_\_\_\_\_ (submit documentation (1098T, etc.) Received from: \_\_\_\_\_

Did you have payments to tax-deferred pension and retirement savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on the W-2 forms in Boxes 12a through 12d, codes D, E, F, G, H and S. **Don't include** amounts reported in code DD (employer contributions toward employee health benefits)?  NO  YES, how much: \$ \_\_\_\_\_

Did you have untaxed portions of IRA distributions from IRS Form 1040—lines (15a minus 15b) or 1040A—lines (11a minus 11b). If negative value, enter 0?  NO  YES, how much: \$ \_\_\_\_\_ Was this a rollover?  NO  YES

Did you have untaxed portions of pensions from IRS Form 1040—lines (16a minus 16b) or 1040A—lines (12a minus 12b)? If negative value, enter 0.  NO  YES, how much: \$ \_\_\_\_\_ Was this amount a rollover?  NO  YES

### HIGH SCHOOL COMPLETION STATUS

Provide **one** of the following documents to indicate your high school completion status when you begin college in 2016-17:

- The student's final official high school transcript that shows the graduation date and GPA.
- A state certificate or transcript received by a student after the student passed a State-authorized equivalency examination (GED, HiSET, or TASC) that the State recognizes as the equivalent of a high school diploma.
- For a homeschooled student in a state where state law does not require the 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 includes a statement that the student successfully completed 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 Financial Aid Staff Member at CWC.

### STUDENT CERTIFICATIONS AND SIGNATURE

***You must print and sign this to certify that all information reported on this worksheet is complete and correct.***

I certify that all information reported on this worksheet is complete and correct. I also understand it is my responsibility to order and submit the appropriate tax return transcript / Verification of Non-Filing. I will also submit all W-2's forms for 2015. I further understand if I purposely give false or misleading information, I will be reported to the Department of Education and could be fined up to \$20,000, sent to prison or both.

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

Date: \_\_\_\_\_

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

Student's CWC ID: \_\_\_\_\_

**2016 2017 IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE**

***(Do not complete in advance – to be completed in the presence of a CWC Official OR in the presence of a Public Notary)***

The student must appear in person at CENTRAL WYOMING COLLEGE to verify his or her identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

In addition, the student must sign, in the presence of the institutional official or if unable to complete in person must be completed in the presence of a Notary Public, the Statement of Educational Purpose provided below.

**Statement of Educational Purpose**

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose  
(Print Student's Name)

and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending CENTRAL WYOMING COLLEGE for 2016–2017.

Student Signature: \_\_\_\_\_ Student's ID Number: \_\_\_\_\_ Date: \_\_\_\_\_

**Central Wyoming College - Certificate of Acknowledgement (Office Use)**

Student's Name: \_\_\_\_\_ Student's ID #: \_\_\_\_\_  
 Presented \_\_\_\_\_  
(Type of unexpired valid, government-issued photo ID)

CWC Official Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**If the student is unable to appear in person to verify his or her identity, the student must provide to CWC:**

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and
- (b) The original Statement of Educational Purpose provided above, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose was the document notarized.

**Public Notary - Certificate of Acknowledgement (to be completed if a student is not able to appear in person at CWC)**

State of \_\_\_\_\_ City/County of \_\_\_\_\_  
 On \_\_\_\_\_, before me, \_\_\_\_\_  
(Date) (Notary's name)

personally appeared, \_\_\_\_\_  
(Printed name of signer)

and proved to me on basis of satisfactory evidence of identification \_\_\_\_\_ to  
(Type of unexpired government-issued photo ID provided)

be the above named person who signed the foregoing instrument.

WITNESS my hand and official seal \_\_\_\_\_  
(seal) (Notary signature)

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