



2018–2019 V5 – DEPENDENT AGGREGATE VERIFICATION (Summer Term 2018 – Spring Term 2019)

Form with fields: Student Last Name, Student First Name, M.I., Student ID#, Date of Birth

A. Number in Household and Number in College (Please read below before completing Section A):

List below the people in the parents' household. Include:

- The student (yourself).
The parents (including a stepparent), even if the student does not live with the parents.
The parents' other children, if the parents will provide more than half of their support from July 1, 2018 through June 30, 2019...
Other people if they now live with the parents and the parents provide more than half of their support...
For any household member, excluding the parents, who will be enrolled at least half-time in a degree, diploma, or certificate program...

Table with 5 columns: Full Name, Age, Relationship, College, Will be Enrolled at Least Half Time? (Yes or No). Includes example row for Maria Martinez.

Certification and Signatures

Each person signing below certifies that all of the information reported on the form is complete and correct.

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

Student Signature

Date

Parent Signature

Date



STUDENT SECTION

Student ID # _____

Did the student file, or will file, a 2016 IRS Income Tax Return?

- If yes, complete section B, and then go to page 3; leave section C blank
- If no, complete section C, and then go to page 3; leave section B blank

B. Verification of 2016 IRS Income Tax Return Information for Student Tax Filers

Check the box that applies:

- Student (and spouse) filed a 2016 Federal Tax Return and either used the IRS Data Retrieval Tool or will be using the IRS Data Retrieval Tool to transfer IRS information to the FAFSA.
- Student (and spouse) filed a 2016 Federal Tax Return but unable or chose not to use the IRS Data Retrieval Tool in FAFSA and have attached; or will submit separately, a 2016 Federal Tax Return Transcript.

To obtain a 2016 IRS Tax Return Transcript, Go to www.irs.gov and click on the "Get Your Tax Record" button on the IRS homepage follow the instructions to request the transcript in the method you prefer. Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."

Now go to page 3. Do not complete section C below.

C. Verification of 2016 Income Information for Student Nontax Filers

Check the one box that applies to your situation:

- Student was not employed and had no income earned from work in 2016.
- Student was employed in 2016, but was not required to file an IRS income tax return.
 - Complete the box below by listing names of all employers, the amount earned from each employer in 2016, and whether an IRS W-2 form was provided. List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, provide a separate page with the student's name and ID number at the top.
 - Attach a copy of each W-2 form received or IRS Wage and Income Transcript.

| Employer's Name | 2016 Amount Earned | IRS W-2 Provided? |
|---|--------------------|-------------------|
| <i>Mabel's Dog Grooming and Spa (example)</i> | <i>\$2,000.00</i> | <i>Yes</i> |
| | | |
| | | |

Now go to page 3.



PARENT SECTION

Student ID # _____

Did the parent(s) file, or will file, a 2016 IRS Income Tax Return?
If yes, complete section D and leave section E blank
If no, complete section E and leave section D blank

D. Verification of 2016 IRS Income Tax Return Information for Parent Tax Filers

Check the box that applies:

- Parent(s) filed a 2016 Federal Tax Return and either used the IRS Data Retrieval Tool or will be using the IRS Data Retrieval Tool to transfer IRS information to the FAFSA.
Parent(s) filed a 2016 Federal Tax Return but unable or chose not to use the IRS Data Retrieval Tool in FAFSA and have attached; or will submit separately, a 2016 Federal Tax Return Transcript.

To obtain a 2016 IRS Tax Return Transcript, Go to www.irs.gov and click on the "Get Your Tax Record" button on the IRS homepage, click "Get a tax transcript" and follow the instructions to request the transcript in the method you prefer. Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript."

Do not complete section E below.

E. Verification of 2016 Income Information for Parent Nontax Filers

Step 1: All non-tax filers must attach a copy of their Verification of Non-filing Letter, obtained from the IRS documenting that you did not file an IRS income tax return in 2016. The letter may be obtained by completing IRS Form 4506-T (check box 7) or 4506-T-EZ available at www.irs.gov. Go to Step 2.

Step 2: Check the one box that applies to your situation:

- Parent(s) was not employed and had no income earned from work in 2016.
Parent(s) was employed in 2016, but was not required to file an IRS income tax return.
Complete the box below by listing names of all employers, the amount earned from each employer in 2016, and whether an IRS W-2 form was provided. List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, provide a separate page with the student's name and ID number at the top.
Attach a copy of each W-2 or IRS Wage and Income Transcript.

Table with 3 columns: Employer's Name, 2016 Amount Earned, IRS W-2 Provided? Example row: Mabel's Dog Grooming (example), \$2,000.00, Yes

High School Completion Status

Provide one of the following documents to indicate the student's high school completion status when the student begins college in 2018-2019:

- A copy of the student's high school diploma.
- For students who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or other similar document.
- A copy of the student's final official high school transcript that shows the date when the diploma was awarded.
- A state certificate or transcript received by a student after the student passed a State-authorized examination that the State recognizes as the equivalent of a high school diploma (GED test, HiSET, TASC, or other State-authorized examination).
- 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.
- For a student who was homeschooled in a state where state law requires the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a copy of that credential.
- For a student who was homeschooled in a state where state law does not require the student to obtain a secondary school completion credential for homeschooling (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.

A student who is unable to obtain the documentation listed above must contact the financial aid office.

NOTE: If there is a difference with your name, please submit documentation such as a marriage license or court name change document.



Confirmation of Identity and Statement of Educational Purpose

DO NOT COMPLETE THIS FORM IN ADVANCE

This statement must be completed and signed in the presence of either a CCC Financial Aid Administrator or a Notary Public. Present valid, unexpired government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport.

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 Clackamas Community College for 2018-2019.

Student Signature

Date

Student's ID#

Important: This original form must be returned in person or by mail. Federal Regulations do not allow us to accept electronic submissions.

Table with 2 columns: IF SUBMITTING IN PERSON and IF SUBMITTING BY MAIL. Rows include ID Type, ID Number, FAA Name, FAA Title, FAA Signature, State of, City/County of, and Notary Signature.

(Notary Seal)

Verification Policy

Verification is a process that compares the information you reported on your FAFSA to federal income tax and other information to verify that your FAFSA information is correct. FAFSA applications may be selected for verification by the US Department of Education or by Clackamas Community College.

If you are selected for verification, Clackamas Community College will request documentation from you necessary to complete the verification. Verification must be completed before a financial aid package can be created for you.

To be eligible for most types of financial aid, verification must be completed before the end of the term for which you are applying for financial aid so the financial aid offer can be created, accepted and loans originated with the US Department of Education. However, if you are eligible for the Federal Pell Grant, the deadline for completing verification for the Federal Pell Grant only is 120 days after the end of the term for which you are applying for financial aid. There is a final deadline for Pell grant payments in September, 2019 that has not been published by the US Department of Education at the time of this publication. Contact the Financial Aid Office if you need this final deadline. Failure to submit all verification materials by these deadlines will result in no financial aid being awarded to you and you will be responsible for any balance incurred at CCC.

To ensure timely disbursement of your financial aid, we recommend that you submit all documentation to us as early as possible, but no later than the following dates:

| Term | Recommended Deadline | Term | Recommended Deadline |
|------------------|----------------------|------------------|----------------------|
| Summer Term 2018 | April 16, 2018 | Winter Term 2019 | September 24, 2018 |
| Fall Term 2018 | June 25, 2018 | Spring Term 2019 | January 7, 2019 |

Once the Financial Aid Office has all necessary documents to complete verification, we will make correct any estimated or erroneous information on the FAFSA electronically on your behalf. You will receive notice from the FAFSA process that a change has been made. If verification results in a change to any existing financial aid, CCC will notify you of the change via email to your official CCC student email account.

The CCC Financial Aid Office is required to report to the US Department of Education Office of Inspector General any suspicions of fraud, misrepresentation or altered documentation used by a student or parent in an effort to fraudulently obtain federal funds. Additionally, students may be referred to the CCC student conduct system for consideration of any alleged fraud, misrepresentation or altered documentation.

If you have unique tax situations such as having a current extension to file your 2016 taxes, you filed an amended 2016 tax return, you are a victim of IRS tax-related identify theft that impacted your 2016 taxes or you file a tax return in a country other than the US, please contact our office at finaid@clackamas.edu for additional guidance.