



Office of Financial Aid  
 5900 S. Santa Fe Drive  
 Littleton, CO 80160  
 Main: 303.797.5661  
 Fax: 303.797.5663  
 finaid@arapahoe.edu

## Verification Worksheet for Independent Student - Form 5 2017-2018

Printed Name: \_\_\_\_\_ ACC Student ID#: S \_\_\_\_\_

**FAILURE TO COMPLETELY AND ACCURATELY COMPLETE THIS FORM MAY RESULT IN A REDUCTION OF FINANCIAL AID. READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING.**

### Student Household Information:

List the people in your household, including:

- **Yourself** (the 'student'), and;
- **Your spouse** if you were married when you signed the FAFSA and;
- **Your dependent children**, if you will provide more than half of their support \* from July 1, 2017 through June 30, 2018, **even if they do not live with you**, and;
- **Other people** if they live with you, **and** you provide more than half of their support\* and will continue to provide more than half of their support from July 1, 2017 through June 30, 2018.

*\*Support includes money, gifts, loans, housing, food, clothes, car, medical care, college tuition, etc.*

Full Name	Age	Relationship to Student	The Name of the College Attending from July 1, 2017 to June 30, 2018. Must attend at least ½ time & be enrolled in an eligible degree and/or
		Self	<b>Arapahoe Community College</b>

*\*Use a separate sheet/page to list additional members in the household\**

## **Income Information**

If you and/or your spouse filed a Federal Income Tax Return, you must either submit to the Financial Aid Office a 2015 Federal Tax Return Transcript(s) OR a signed paper copy of the 2015 IRS tax return that was used by the tax filer for submission to the IRS.

- To obtain an IRS Federal Tax Return Transcript, you may go to <http://www.irs.gov/individuals/Order-a-Transcript> and click on “Get a Transcript Online” or “Get a Transcript by Mail” or call 1-800-908-9946. Be sure to order the IRS Tax “Return” Transcript.
- You are required to submit all W2s. If you or your spouse are not able to locate your 2015 W2s provided by your employer, you can request to receive your 2015 Wage and Income Transcript from the IRS.

## **Student (and Spouse if married, filing jointly)**

Check the **ONE** box that applies to you:

- Student has attached a copy of their **2015 IRS Federal Tax Return Transcript** to this worksheet
- Student has attached a **signed** copy of their **2015 IRS Federal Tax Return** to this worksheet.
- Student has **not filed** and had **no income earned from work** in 2015.
- Student has **not filed, had income earned from work** in 2015 as listed below, and has attached all 2015 W2s to this worksheet:

<b>Employer's Name</b>	<b>Amount Earned in 2015</b>

*\*If more space is needed, attach a separate page with student's name and student number\*.*

## **Spouse (if married, filing separately)**

Check the **ONE** box that applies to you:

- Spouse has attached a copy of their **2015 IRS Federal Tax Return Transcript** to this worksheet.
- Spouse has attached a **signed** copy of their **2015 IRS Federal Tax Return** to this worksheet.
- Spouse has **not filed** and had **no income earned from work** in 2015.
- Spouse has **not filed**, has submitted a **2015 Statement of Non-Filing, had income earned from work** in 2015 as listed below, and has attached all 2015 W2s to this worksheet:

<b>Employer's Name</b>	<b>Amount Earned in 2015</b>

*\*If more space is needed, attach a separate page with student's name and student number\*.*

*By signing this document, I certify that the information is complete, true and accurate. I understand that purposely providing false or misleading information could result in criminal prosecution, a prison sentence, and/or a fine pursuant to U.S. Criminal Code and Colorado Criminal Code.*

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

**This section MUST BE COMPLETED & SIGNED in person at the Financial Aid Office**

If you are unable to complete this section in person please submit a notarized copy of Section 1: High School Completion Status and Section 2: Identity and Statement of Educational Purpose found on the following page.

**Section 1: High School Completion Status**

Please submit documentation to verify you have completed a high school education with a high school diploma or transcript, GED certificate or transcript showing 2-year program completion, or home school credential or transcript\*.

Type of Documentation Submitted: \_\_\_\_\_

For office use only  _____ (staff initial)
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*\*Home School transcript must be from the local School District, or signed by the parent and student and notarized if not available from the local School District. The transcript must list all secondary courses completed and document successful completion of secondary school requirements.*

**Section 2: Identity and Statement of Educational Purpose**

The student must appear in person at ACC Financial Aid to verify his or her identity by presenting valid Unexpired government-issued **photo identification** (ID), (i.e. driver's license, 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 the name of the official at the institution authorized to collect the student's ID.

Type of ID Presented: \_\_\_\_\_

For office use only  _____ (staff initial)
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**In addition, the student must sign, in the presence of the Financial Aid Office, the following:**

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 Arapahoe Community College for 2016-2017 school year.

Printed Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

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

***By signing this document, I certify that the information is complete, true and accurate. I understand that purposely providing false or misleading information could result in criminal prosecution, prison sentence, and/or a fine pursuant to U.S. Criminal Code and Colorado Criminal Code.***

**This section must be completed in the presence of a notary and you must mail this original form to the Financial Aid Office with a copy of both sides of your ID and High School Document(s)**

If you are unable to complete Section 1 and Section 2 in person at the Financial Aid Office please complete this page in the presence of a notary.

**Section 1: High School Completion Status**

Please submit documentation to verify you have completed a high school education with a high school diploma or transcript, GED certificate or transcript showing 2-year program completion, or home school credential or transcript\*

Type of Documentation Submitted: \_\_\_\_\_

\_\_\_\_\_  
(notary initial)

**Section 2: Identity and Statement of Educational Purpose**

The section must be completed in the presence of a notary to verify his or her identity by presenting valid government-issued photo identification (ID), (i.e. driver's license, 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 the name of the official at the institution authorized to collect the student's ID.

Type of ID Presented: \_\_\_\_\_

\_\_\_\_\_  
(notary initial)

**In addition, the student must sign, in the presence of a notary, the following:**

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 Arapahoe Community College for 2016-2017 school year.

I affirm that I (printed name): \_\_\_\_\_ am of legal age (at least eighteen years of age) to fulfill this affidavit. I suffer no legal disabilities. I have personal knowledge of the facts stated above. All the factual statements in this affidavit are true and correct. I acknowledge and understand the contents of this affidavit that I signed. I understand that if I give false or misleading information I may be fined, be sentenced to jail, or both.

\_\_\_\_\_  
**Student Signature** (Sign ONLY in presence of notary.)

\_\_\_\_\_  
**Date**

County of: \_\_\_\_\_

Notary (Print): \_\_\_\_\_

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

Notary (Signature): \_\_\_\_\_

Sworn and subscribed to me this \_\_\_\_\_ day of \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

(SEAL)