



C. Income Information

STUDENT:

Check one box:

- The student has used the IRS DRT in FAFSA on the Web to transfer 2015 IRS income tax return information into the student's FAFSA.
- The student has not yet used the IRS DRT in FAFSA on the Web, but will use the tool to transfer 2015 IRS income tax return information into the student's FAFSA once the 2015 IRS income tax return has been filed.
- The student is unable or chooses not to use the IRS DRT in FAFSA on the Web, and instead will provide the school a **2015 IRS Tax Return Transcript(s)**.
- The student did not work and will not file a tax return; a **2015 Verification of Non-Filing Letter** from the IRS will be provided.
- The student did work and will not file a tax return; a **2015 Verification of Non-Filing Letter** from the IRS will be provided.

The best way to verify income is by using the IRS Data Retrieval Tool (DRT) that is part of FAFSA on the Web. If you have not already used the tool, go to FAFSA.gov, log into the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. Follow the instructions to determine if you are eligible to use the IRS Data Retrieval Tool to transfer 2015 IRS income tax information into your FAFSA. Be sure to electronically sign and submit the updated FAFSA. It takes up to 2-3 weeks from the date you electronically filed your tax return for IRS income information to be available for the IRS Data Retrieval Tool. If you filed a paper tax return, you must wait up to 8-11 weeks from the date you filed your return to use the IRS Data Retrieval Tool. To obtain a 2015 IRS Tax Return Transcript online, go to www.irs.gov and under the Tools heading, click "Get a tax transcript". Click "Get Transcript ONLINE", or call 1-800-908-9946. Be sure to request the "IRS Tax Return Transcript" and not the "IRS Tax Account Transcript." A confirmation of non-filing can be obtained from the IRS using Form 4506-T and checking box 7. If appropriate, a similar confirmation from another taxing authority (e.g., a U.S. territory or a foreign government) is also acceptable.

PARENT:

Check one box:

- The parent(s) have used the IRS DRT in FAFSA on the Web to transfer 2015 IRS income tax return information into the student's FAFSA.
- The parent(s) have not yet used the IRS DRT in FAFSA on the Web, but will use the tool to transfer 2015 IRS income tax return information into the student's FAFSA once the 2015 IRS income tax return has been filed.
- The parent(s) are unable or choose not to use the IRS DRT in FAFSA on the Web, and instead will provide the school a 2015 IRS Tax Return Transcript(s).
- The parent(s) did not work and will not file a tax return; a **2015 Verification of Non-Filing Letter** from the IRS will be provided.
- The parent(s) did work but will not file a tax return; a **2015 Verification of Non-Filing Letter** from the IRS will be provided.
- The parent(s) have filed a Tax Extension and will provide the school a copy of **IRS Form 4868, IRS Form W-2** or if self-employed, a **signed statement certifying the amount of the individual's Adjusted Gross Income (AGI) and the U.S. income tax paid for tax year 2015.**

D. Other Information

Child Support Paid:

Name of the person who paid child support	Name of person to whom child support was paid	Name of Child for whom support was paid	Amount of Child support paid in 2015

SNAP Benefit Received:

The parent(s) certify that _____, a member of the parents' household, received benefits from the Supplemental Nutrition Assistance Program (SNAP) sometime during 2015 or 2016. SNAP may be known by another name in some states. For assistance in determining the name used in a state, please call 1-800-4Fed-AID (1-800-433-3243).

E. Certification and Signatures

*Each person signing below certifies that the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

Student's Signature

Date

Parent's Signature

Date

Return Completed Financial Aid Office
Form to: PO Box 947
 Emory, VA 24327
 Local: 276-944-6940
 FAX: 276-944-6884
 E-mail: ehfinaid@ehc.edu