

C. Independent Student’s Tax & Income Information

1. **STUDENTS ONLY:** Did you (the student) file a 2017 Tax Return?

Yes You are required to attach a **2017 IRS Tax Return Transcript**, request one at <https://www.irs.gov/individuals/get-transcript>. **Request the “Return Transcript”** and NOT the “Account Transcript” or call 1-800-908-9946 to request a transcript by phone. (You should receive it within 10 business from receipt of telephone request).

**If you have transferred your tax information using the IRS Data Retrieval Tool (DRT) when completing your FAFSA without changing the data, you are not required to submit tax return transcripts. Not sure if you used the DRT? Click here for more information at: <https://studentaid.ed.gov/sa/resources/irs-drt-text>*

No You are required to attach a **2017 Verification of Non-filing Statement** dated after October 1, 2018. You may request a **2017 Verification of Non-filing Statement** from <https://www.irs.gov/individuals/get-transcript>

SPOUSE ONLY: Did you (the spouse) file a 2017 Tax Return? N/A

Yes You are required to attach a **2017 IRS Tax Return Transcript**, request one at <https://www.irs.gov/individuals/get-transcript>

No You are required to attach a **2017 Verification of Non-filing Statement** dated after October 1, 2017. You may request a **2017 Verification of Non-filing Statement** from <https://www.irs.gov/individuals/get-transcript>

2. If you or your spouse did not file a **2017 Federal Tax Return**, list below the source and amount of any income earned from work in **2016**. (If you answer “Yes” to having a **2017 W-2 Issued**, please provide a copy).

Sources	2017 Amount	2017 W-2 Issued Yes or No

D. High School Completion Status

I’ve submitted my final High school transcript upon my admission to PVAMU. (If checked, STOP here and proceed to Section E.)

You must submit documentation of high school completion or an equivalent along with this worksheet. Check the box of the document you will attach to this worksheet:

- High school diploma or high school transcript including graduation date
- A copy of the student’s General Education Development (GED) certificate, an official GED transcript that indicates the student passed the exam, or a state-authorized high school equivalent certificate.
- For students who completed secondary education in a foreign country, a copy of the “secondary school leaving certificate” or other similar document.
- College Academic transcript acceptable for full credit toward a bachelor’s degree.
- For a homeschooled student from a state where state law requires the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.

- For a homeschooled student from a state where state law does not require the student to obtain a secondary school completion for homeschool (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by the student's spouse 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

E. Documentation of Identity/Statement of Educational Purpose

In order to complete the Verification process, you will need to appear in person at your postsecondary institution, **attach a copy of your government issued ID** (such as a driver's license, military ID, passport, etc.) and submit this verification worksheet to an institutionally authorized financial aid administrator. Your financial aid administrator will need to validate the statement below at the time of submission by maintaining a copy of your photo ID and by providing a signature and date.

Statement of Educational Purpose (In Person)

I certify that I _____ am the individual signing this Statement of Educational Purpose and
 Print Student's Name

that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending _____ for 2018-2019.
 (Name of Postsecondary Educational Institution)

Student's Signature	Date	Financial Aid Administrator's Signature	Date
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Notary's Certificate of Knowledge (By Mail)

If you cannot appear in person to submit this worksheet, you will need to provide a copy of your government issued ID and this worksheet notarized by a public notary.

State of _____ City/County of _____ On _____

Before me, _____ personally appeared, _____
 (Notary's Name) (Printed Name of Signer)

And proved to me on the basis of satisfactory evidence of identification _____
 (Type of Government-Issued Photo ID provided)

To be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal _____
 (Notary Signature) (Date Commission Expires)
 (Seal)

F. Sign this Worksheet (DO NOT TYPE SIGNATURES)

Each person signing this form certifies that all information reported on it 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	Date	Spouse	Date
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