

Section C - Verification of 2016 Income Information for Student Tax Filers

If the student and spouse filed separate 2016 IRS income tax returns or had a change in marital status after December 31, 2016, the IRS DRT cannot be used and the 2016 IRS Tax Return Transcript(s) must be provided for each. Individuals who filed an amended (corrected) IRS Income Tax Return must provide a 2016 IRS Tax Return Transcript & signed copy of 2016 IRS Form 1040X

Check the box that applies:

- The student/spouse has filed a 2016 Federal Income Tax Return and has completed IRS Data Retrieval in FAFSA on the Web. **(Skip to Section E)**
or
 The student/spouse has filed and chooses not to or is unable to use the IRS Data Retrieval Tool in FAFSA on the Web, and is providing a 2016 Tax Return Transcript. **(Skip to Section E)**
or
 The student/spouse has filed an Amended 2016 IRS Income Tax Return & is providing a 2016 Tax Return Transcript & a signed copy of 2016 IRS Form 1040X, "Amended US Individual Income Tax Return." An amended tax return is a correction on the original return. **(Skip to Section E)**

Section D - Verification of 2016 Income Information for Student/Spouse Nontax Filers

The instructions and certifications below apply to the student and spouse, if the student is married. Complete this section if the student and spouse will not file and are not required to file a 2016 Income Tax Return with the IRS.

Check the box that applies:

- The student and spouse (if married) were not employed and had no income earned from work in 2016.
- The student and/or spouse (if married) were employed in 2016 and have listed below the **names of all employers, the amount earned from each employer in 2016, and a copy of IRS 2016 W-2 form(s).** List every employer even if the employer did not issue an IRS 2016 W-2 form.

If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	Annual Amount Earned in 2016	IRS 2016 W-2 Provided
<i>(Example) ABC's Auto Body Shop</i>	<i>\$2,500.00</i>	<i>✓</i>
Total Amount of Income Earned From Work	\$	

A confirmation of non-filing from the IRS, dated on or after October 1, 2017 is required. In order for our office to verify this you must submit the 4506-T form to the IRS. Log onto the IRS.gov website and complete the form by filling in lines 1a, 1b, 3, 7, and 9 (year/period 12/31/2016). Please sign, date, and mail to the appropriate address provided (See "Chart For All Other Transcripts," Page 2 of Form 4506-T). Any corrections to this form, such as cross outs, whiteouts, etc. will make this form invalid. Once mailed, you will receive a confirmation letter of non-tax filing from the IRS in about 10-14 days.

- Documentation of non-filing status included.** *Note: we encourage you to retain a copy of the non-tax confirmation you receive from the IRS for your records.*

Section E – Signatures

The information provided on this form is true and complete to the best of my knowledge. I understand that purposely giving false or misleading information may result in fines, penalties, and/or reduction or immediate repayment of aid.

Student's Signature _____

Date ____/____/____

Spouse's Signature _____

Date ____/____/____

If any of the sections of this worksheet are left blank or any signatures are missing, this worksheet will be returned to the student for completion, thereby delaying the processing of your financial aid.

Please make sure:

- This worksheet is completely filled out and signed ALL documents requested are included I provided copies that LRSC can keep