



The U.S. Department of Education and/or Colby-Sawyer College selected your file for verification. The Office of Financial Aid must verify information on your Free Application for Federal Student Aid (FAFSA) with financial information requested on this form. Federal regulations allow Colby-Sawyer College to ask for this information and require you to submit all requirements before financial aid can be finalized.

**Section A: Student Information**

_____ Student's Last Name	_____ Student's First Name	_____ Student's M.I.	_____ Student's Social Security Number
_____ Student's Street Address (include apt. no.)			_____ Student's Date of Birth
_____ City	_____ State	_____ Zip Code	_____ Student's Email Address
_____ Student's Home Phone Number (include area code)			_____ Student's Cell/Alternate Phone Number

**Section B: Household Information**

List the people in your parent's household. Include:

- The student.
- The parents (including a stepparent).
- The parents' other children if the parents will provide more than half of their support from July 1, 2017 through June 30, 2018 or if the other children would be required to provide parental information if they were completing a FAFSA for 2017–2018.
- Other people if they now live with the parents and the parents provide more than half of their support and will continue to provide more than half of their support July 1, 2017 through June 30, 2018.

*Include the name of the college for any household member (excluding parents) who will be enrolled at least half time in a degree, diploma or certificate program at an eligible postsecondary educational institution any time between July 1, 2017 and June 30, 2018.*

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>	<i>Central University</i>	<i>Yes</i>
		<i>Self</i>		

## Section C: Student's 2015 Income Information

### Tax Return Filers (Check the box that applies)

- I have used the IRS Data Retrieval Tool (DRT) in FAFSA on the Web to retrieve my 2015 IRS tax information into my FAFSA.
- *The DRT is no longer available for the 2017-2018 FAFSA. Please request your 2015 Tax Return Transcript if you were unable to use the DRT prior to its suspension in March 2017.*
- I will provide my 2015 Tax Return Transcript; if you encounter difficulties requesting this, please contact our office.  
Request your Tax Return Transcript at: <http://www.irs.gov/Individuals/Get-Transcript>

### Non-Tax Return Filers

- I did not and am not required to file a 2015 Federal Income Tax return. I will submit to Colby-Sawyer:
- All 2015 employer W-2 forms and/or 1099 forms for myself.
  - Please list all sources of income earned from work and amounts of income from each source for 2015:

Employer's Name	2015 Amount Earned	W-2/1099 Attached?

- I did not earn any income in 2015 and therefore do not have any W-2 forms and/or 1099 forms to provide to Colby-Sawyer.

## Section D: Parent's 2015 Income Information

### Tax Return Filers (Check the box that applies)

- I have used the IRS Data Retrieval Tool (DRT) in FAFSA on the Web to retrieve my 2015 IRS tax information into my FAFSA.
- *The DRT is no longer available for the 2017-2018 FAFSA. Please request your 2015 Tax Return Transcript if you were unable to use the DRT prior to its suspension in March 2017.*
- I will provide my 2015 Tax Return Transcript; if you encounter difficulties requesting this, please contact our office.  
Request your Tax Return Transcript at: <http://www.irs.gov/Individuals/Get-Transcript>

### Non-Tax Return Filers

- I did not and am not required to file a 2015 Federal Income Tax return. I will submit to Colby-Sawyer:
- All 2015 employer W-2 forms and/or 1099 forms for myself and spouse (if applicable)
  - Please list all sources of income earned from work and amounts of income from each source for 2015:

Employer's Name	2015 Amount Earned	W-2/1099 Attached?

- I did not earn any income in 2015 and therefore do not have any W-2 forms and/or 1099 forms to provide to Colby-Sawyer.

**Notes for Tax Filers:**

- If you are married filing separately, you are not eligible to use the IRS Data Retrieval Tool. You must request a copy of each of your Tax Return Transcripts from the IRS.
- If you amended your tax return, you are not eligible to use the IRS Data Retrieval Tool. Along with your 2015 Tax Return Transcript, you must submit a 2015 Tax Account Transcript and signed copy of your 1040X.
- If you owe the IRS, there will likely be a delay between when you file and when you may use the DRT or request your Tax Return Transcript. Please contact our office with any questions.
- If you were a victim of tax-related identity theft, you must submit a Tax Return DataBase View (TRDBV) transcript and a signed and dated statement that they you were a victim of IRS tax-related identity theft and that the IRS has been made aware of this.

**Section E: Certification and Signatures**

By signing this worksheet, I (we) certify that all of the information reported on it is complete and correct. **WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

\_\_\_\_\_  
Student Signature (*Required*)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature (*Required*)

\_\_\_\_\_  
Date

Please mail, fax, or scan and email this worksheet and any related documents to the Financial Aid Office.

**Colby-Sawyer College • 541 Main St • New London, NH 03257**  
**email: [cscfinaid@colby-sawyer.edu](mailto:cscfinaid@colby-sawyer.edu) • phone: 603-526-3717 • fax: 603-526-3737**

*You should make a copy of this worksheet for your records.*