



LAKE FOREST
COLLEGE

2014 - 2015 Verification Worksheet V1 - Indep

Please Print

Student's Name: _____ Lake Forest ID# or last four of SSN: _____

Your financial aid application (FAFSA) was selected for review called "verification." As a result, you must confirm information you reported on the FAFSA before we can determine your official eligibility.

You must complete, sign and return this Worksheet to the above address, and include all required documents.

If you have questions, please contact us as soon as possible so that your financial aid will not be delayed.

➤➤ Step 1: Student's Family Information <<

Provide the requested information for **all** people in your household, including:

- ✓ **You** and, if married, your spouse
- ✓ **Your children** (if any) if you will provide more than half of their support from July 1, 2014, through June 30, 2015, or if the child would be required to provide your information if they were completing a FAFSA for 2014–2015. Include children who meet either of these standards, even if they do not live with you.
- ✓ **Other People** if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2015.

In addition, include college information for any household member who will be enrolled, at least half-time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2014, and June 30, 2015.

If more space is needed, attach a separate page with your name and Social Security Number (last four digits) or ID at the top.

Your Current Marital Status: Married Single Divorced/Separated Widowed

Name of Family Member	Age	Relation to the Student	Name of College Attending between July 2014 – June 2015	Enrolled at Least Half-Time?		Year in College
1.		Self	Lake Forest	Yes	No	
2.				Yes	No	
3.				Yes	No	
4.				Yes	No	
5.				Yes	No	
6.				Yes	No	

➤➤ Instructions for Steps 2: 2013 Income Information <<

If you filed a 2013 tax return, you can verify your income in one of two ways:

- ✓ by using the **IRS Data Retrieval Tool (DRT)*** when you submit or correct the FAFSA - www.lakeforest.edu/irsdrt
 - not available if you: are married and filed separate tax returns, filed an amended return, or filed a foreign return
- ✓ by providing our office with a **IRS Tax Return Transcript (TRT)*** - not a Tax Account Transcript - available in one of three ways**:
 - www.irs.gov/Individuals/Get-Transcript
 - call the IRS at 800-908-9946
 - submit IRS Form 4506T-EZ – www.lakeforest.edu/ofaforms

* If you are unable to use the DRT and/or the TRT, provide a screen shots from the IRS website and a copy of the IRS statement

** Allow up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If the parents are married, and filed separate 2013 tax returns, a Transcript must be submitted for each parent.

If you did not file a tax return, list every employer even if you did not receive a W-2 form. If more space is needed, attach a separate page with the student's name and Social Security Number (last four digits) or ID at the top. Attach a copy of each W-2 form you received.

➤➤ Step 2: Student's 2013 Income Information <<

If you (the student) have filed or will file a 2013 IRS tax return, check the box that applies, then skip to Step 3.

- I have used the IRS DRT to transfer my 2013 IRS income information into the FAFSA.
- I will use the IRS DRT no later than ___/___/14 to transfer my 2013 IRS income information to the FAFSA.
- I am unable or choose not to use the IRS DRT, and will submit a 2013 IRS Tax Return Transcript. It will be sent later.

If you (the student) have not and will not file a 2013 IRS tax return, check the box that applies:

- I was not employed and had no income earned from work in 2013.
- I was employed in 2013, and earned income from the employers listed below. I have attached a copy of each W-2 form I received.

Employer's Name	2013 Amount Earned	Is a W-2 Attached?	
	\$	Yes	No
	\$	Yes	No
	\$	Yes	No

➤➤ Step 3: Other Information <<

Yes No At least one person listed in **Step 1** received benefits from the Supplemental Nutrition Assistance Program (SNAP, formerly called food stamps) in 2012 or 2013. If asked by Lake Forest College, please provide documentation of the benefits received.

Yes No One or both of the parents listed in **Step 1** paid child support in 2013 (complete the table below). **Do not include** support paid for a child already included in **Step 1**. If asked by Lake Forest College, please provide documentation of the payment of child support.

Person Who Paid Child Support	Person to Whom Child Support was Paid	Child for Whom Support was Paid	Amount Paid In 2013
			\$
			\$
			\$
			\$

➤➤ Step 4: Certification and Signatures <<

By signing this worksheet you 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's Signature

Date

➤➤ Mail, fax or scan this Worksheet to <<

Office of Financial Aid
Lake Forest College
555 N Sheridan Rd
Lake Forest, IL 60045-2338
Fax: 847-735-6271
Email: finaid@lakeforest.edu

**Include all applicable supporting documents, including Tax Return Transcript, W-2s, etc.
Make a copy of this Worksheet for your records.**

Questions: 847-735-5103 Online at www.lakeforest.edu/finaid

