

STUDENT INCOME VERIFICATION

FILERS: Please check the appropriate box below.

- The IRS Data Retrieval Tool** was used when completing the 2020-2021 FAFSA. If you filed an amended tax return a signed copy of the 1040X is required.
- A signed copy of the 2018 income tax return is attached** (Examples: 1040, 1040EZ, 1040A). If you filed an amended tax return a signed copy of the 1040X is required.
- A 2018 Federal IRS Tax Return Transcript(s) is attached** (foreign tax return filers may submit signed photocopies).

A **2018 IRS Tax Return Transcript** may be obtained through:

- Online Request - Go to www.irs.gov, on the IRS homepage, click "Get Your Tax Record", and then click "Get Transcript by MAIL or Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."
- Telephone Request - 1-800-829-0922
- Paper Request Form - IRS Form 4506T-EZ or IRS Form 4506-T

NON-FILERS: Please check the appropriate box below.

- A 2018 Federal IRS Verification of Non-Filing Letter is attached.** Non-filers must provide this document to verify they did not file a 2018 IRS income tax return.

A **2018 Federal IRS Verification of Non-filing Letter** may be obtained through:

- Online Request - Go to www.irs.gov, on the IRS homepage, click "Get Your Tax Record", and then click "Get Transcript by MAIL or Get Transcript ONLINE."
- Telephone Request - 1-800-829-0922
- Paper Request Form - IRS Form 4506T-EZ or IRS Form 4506-T

- A 2018 Federal Statement of Non-Filing Letter:** Non tax filers who did not file and are not required to file an Income Tax Return for 2018 must provide this document to verify they did not file.

- I/We attempted to obtain the Verification of Non-Filing Letter from the IRS or other tax authorities and was/were unable to obtain the required documentation; and have not filed and am/are not required to file a 2018 income tax return. A listing of the sources of any 2018 income earned by the individual(s) from work and the amount of income from each source is listed below.

- A 2018 Federal IRS Wage and Income Tax Transcript(s) is attached.** Non-filers that have earnings from work must provide this document to identify all of their wages and taxes for the year.

- Online Request - Go to www.irs.gov, on the IRS homepage, click "Get Your Tax Record", and then click "Get Transcript by MAIL or Get Transcript ONLINE."
- Telephone Request - 1-800-829-0922
- Paper Request Form - IRS Form 4506T-EZ or IRS Form 4506-T

- If unable to obtain a 2018 Federal IRS Wage and Income Tax Transcript** a copy of IRS Form W-2, or an equivalent document, for each source of 2018 employment income received by the individual is attached.

Non-filers must list each employer and amount earned in 2018 even if you did not receive a W-2

<i>Name of Employer</i>	<i>Amount Earned in 2018</i>	<i>W-2 Included?</i>

UNTAXED INCOME STUDENT

List all sources of untaxed income received in 2018 (enter 0 if none received):

<i>Source of Untaxed Income</i>	<i>2018 Total</i>	<i>Source of Untaxed Income</i>	<i>2018 Total</i>
401(k)/403(b) contribution (W2 Boxes (2A-D; Codes D, E, F, G, H, & S)		Untaxed IRA, untaxed pension, 2A deductions & exempt interest education credits	

HIGH SCHOOL COMPLETION STATUS

Provide **one** of the following documents indicating the student's high school completion status. **Please check the appropriate box:**

High School Diploma

- A copy of the student's high school diploma.
- A copy of the student's final official high school transcript that shows the date when the diploma was awarded

Recognized Equivalent of High School Diploma

- Certification of a passing score from a state authorized high school diploma equivalency exam.
- A copy of the student's General Educational Development (GED) certificate or GED transcript.

Homeschool

- If the State where the student was homeschooled requires by law that such students obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.
- If such State law does not require a homeschooled student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by the student's parent or guardian, that lists the secondary school courses the student completed and documents the successful completion of a secondary school education in a homeschool setting.

College Transcript

- An academic transcript that indicates an Associate's Degree or higher was earned

PROOF OF IDENTITY

In Person:

The student must appear in person at Grayson College to verify his or her identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated with the date it was received and the name of the official at the institution authorized to collect the student's ID.

Not in Person:

If the student is unable to appear in person at Grayson College to verify their identity, the student **must provide to the institution a copy of the unexpired valid government-issued photo identification (ID)** that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport.

STATEMENT OF EDUCATIONAL PURPOSE

In Person:

The student must sign, in the presence of the institutional official, the statement of Educational purpose provided below:

Statement of Educational Purpose

I certify that I, _____ am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Grayson College for 2020-2021.

(Student's Signature)

(Student's ID Number)

(Date)

Not in Person:

If the student is not able to appear in the presence of the institutional official, the original Statement of Educational Purpose, provided above, must be notarized.

Notary Certificate of Acknowledgement

State of _____ City/County of _____

On _____, before me, _____ personally appeared,
(date) (Printed name of Notary)

_____, and provided to me on basis of satisfactory evidence of identification
(Printed name of Signer)

_____ to be the above named person who signed the forgoing instrument.
(Type of unexpired, government-issued ID provided)

WITNESS my hand and official

(Seal)

My commission expires on _____
(Date)

(Notary's Signature)

CERTIFICATIONS AND SIGNATURES

By signing this worksheet, I certify that all of the information reported is complete and accurate. I understand that if I purposely give false or misleading information on this worksheet I could be fined, sentenced to jail or both. I also acknowledge that I have read and agree to comply with all verification policies as stated by the College. **Failure to submit information by posted deadlines may result in the application being filed as inactive** with no further consideration and no federal aid for the academic year.

Student Printed Name:

Student Signature:

Date:

Grayson College Financial Aid Office • 6101 Grayson Drive, Hwy 691 Denison, TX 75020-8299
Email to: financialaid@grayson.edu • Fax to: 903.463.3908

Students are REQUIRED to use their GC canvas account or their GC email account for all electronic communication. GC faculty and staff will not reply to student communication that is sent through an email account other than their GC issued email account or canvas account in order to ensure the identity of the student when communicating electronically.