



financialaid@floridapoly.edu

[illegible]

Student's Name: _____ Poly ID: _____

Parent's Name: _____

C. Dependent Student's Income Information

1. TAX RETURN FILERS—**Important Note:** If you filed, or will file, an amended 2016 IRS tax return, you must contact your financial aid administrator before completing this section.

Instructions: Complete this section if you, the student, filed or will file a 2016 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If you have not already used the tool, go to FAFSA.gov, log in to your FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if you are eligible to use the IRS Data Retrieval Tool to transfer 2016 IRS income tax information into your FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you need more information about when, or how to use the IRS Data Retrieval Tool see your financial aid administrator.*

Check the box that applies:

- ☐ I, the student, have used the IRS Data Retrieval Tool in FAFSA on the Web to transfer my 2016 IRS income information into my FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *The Office of Financial Aid will use the IRS information that was transferred in the verification process.*
- ☐ I, the student, am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and I will submit to the school **2016 IRS tax return transcript(s)**—not photocopies of the income tax return. *To obtain an IRS tax return transcript, go to www.irs.gov/Individuals/Get-Transcript, or call 1-800-908-9946. Make sure to request the "IRS tax return transcript" and not the "IRS tax account transcript." You will need your Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when your 2016 IRS tax return was filed). It takes 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.*
- ☐ Check here if an IRS tax return transcript(s) is attached to this worksheet.
- ☐ Check here if IRS tax return transcript(s) will be submitted to The Office of Financial Aid later. Verification cannot be completed until the IRS tax return transcript(s) has been submitted to the Office of Financial Aid.

2. TAX RETURN NONFILERS—Complete this section if you, the student, will not file and are not required to file a 2016 income tax return with the IRS.

Check the box that applies:

- ☐ I was not employed and had no income earned from work in 2016.
- ☐ I was employed in 2016 and has listed below the names of all employers, the amount earned from each employer in 2016, and whether an IRS W-2 form is attached. Attach copies of all 2016 W-2 forms issued to you by employers. *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and Poly ID at the top.*

Employer's Name	2016 Amount Earned	IRS W-2 Attached?

You must also provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2017 that indicates a 2016 IRS income tax return was not filed with the IRS or other relevant tax authority.

Student's Name: _____ Poly ID: _____

Parent's Name: _____

D. Parent(s) Income Information

1. TAX RETURN FILERS—**Important Note:** If you filed, or will file, an amended 2016 IRS tax return, you must contact your financial aid administrator before completing this section.

Instructions: Complete this section if you, the parent, filed or will file a 2016 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If you have not already used the tool, go to FAFSA.gov, log in to your FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if you are eligible to use the IRS Data Retrieval Tool to transfer 2016 IRS income tax information into your FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you need more information about when, or how to use the IRS Data Retrieval Tool see your financial aid administrator.*

Check the box that applies:

- ☐ I, the parent(s), have used the IRS Data Retrieval Tool in FAFSA on the Web to transfer my 2016 IRS income information into my FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *The Office of Financial Aid will use the IRS information that was transferred in the verification process.*
- ☐ I, the parent(s), am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and I will submit to the school **2016 IRS tax return transcript(s)**—not photocopies of the income tax return. *To obtain an IRS tax return transcript, go to www.IRS.gov/Individuals/Get-Transcript, or call 1-800-908-9946. Make sure to request the "IRS tax return transcript" and not the "IRS tax account transcript." You will need your Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when your 2016 IRS tax return was filed). It takes 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 you are married and you and your spouse filed separate 2016 tax returns, you must submit tax return transcripts for both you and your spouse.*
- ☐ Check here if an IRS tax return transcript(s) is attached to this worksheet.
- ☐ Check here if IRS tax return transcript(s) will be submitted to The Office of Financial Aid later. Verification cannot be completed until the IRS tax return transcript(s) has been submitted to the Office of Financial Aid.

2. TAX RETURN NONFILERS—Complete this section if you, the parent, will not file and are not required to file a 2016 income tax return with the IRS.

Check the box that applies:

- ☐ I, the parent(s), was not employed and had no income earned from work in 2016.
- ☐ I, the parent(s), was employed in 2016 and has listed below the names of all employers, the amount earned from each employer in 2016, and whether an IRS W-2 form is attached. Attach copies of all 2016 W-2 forms issued to you by employers. *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and Poly ID at the top.*

Employer's Name	2016 Amount Earned	IRS W-2 Attached?

You must also provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2017 that indicates a 2016 IRS income tax return was not filed with the IRS or other relevant tax authority.

Student's Name: _____ Poly ID: _____

Parent's Name: _____

E. Certification and Signature

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent must sign and date.

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

Parent's Signature

Date

2018–2019 Identity and Statement of Educational Purpose

You must appear in person at **Florida Polytechnic University's Office of Financial Aid** to complete this form. You must present a valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The Office of Financial Aid will maintain a copy of your ID that is annotated with the date it was received and the name of the Financial Aid Administrator authorized to collect your ID.

Additionally, you must sign, in the presence of the University representative in the Office of Financial Aid the Statement of Educational Purpose below:

I certify that I _____ am the individual signing this
(Print Student's Name)

Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes to pay the cost of attending **Florida Polytechnic University** for 2018-2019.

(Student's Signature)

(Date)

(Student's Poly ID Number)

For Office Use

Staff _____ Date _____

Documentation

Military ID____ Driver's License____ Other ID____ Passport____