2014-15 V6 Household Resource Worksheet - Dependent

Verification information

Students are selected for verification for one of the following reasons:

- The Federal Department of Education found inconsistencies and/or potential errors in the student’s FAFSA
- Random selection
- School selection

Steps to complete verification:

1. Collect tax transcript and other required documents (W2, end of year statements, etc)
2. Complete all sections of this worksheet, sign it, and send the completed worksheet, income tax and other official documentation to the financial aid office at your school.

The financial aid office will notify you if there is additional documentation needed or any other questions to be answered. After verification is complete, you will be notified about the amount of financial aid you are eligible to receive.

The financial aid office cannot process your financial aid package until verification has been completed, so it is imperative that you provide the required documents as soon as possible.

Student Information

<table>
<thead>
<tr>
<th>Student’s Last Name</th>
<th>First Name</th>
<th>M.I.</th>
<th>Student’s Identification (ID) Number</th>
</tr>
</thead>
<tbody>
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<thead>
<tr>
<th>Student’s Street Address (include apt. no.)</th>
<th>Student’s Date of Birth</th>
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<table>
<thead>
<tr>
<th>City State Zip Code</th>
<th>Student’s Email Address</th>
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<thead>
<tr>
<th>Student’s Home Phone Number (include area code)</th>
<th>Student’s Alternate or Cell Number</th>
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</thead>
</table>
2013 Income Information for Parent

**Tax Return Filers**

**Important Note:** The instructions below apply to each parent included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2013 or had a change in marital status after the end of the 2013 tax year on December 31, 2013.

**Instructions:** Complete this section if the parents filed or will file a 2013 IRS income tax return(s). The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web at FAFSA.gov.

In most cases, for electronic filers, 2013 IRS income tax return information for the IRS Data Retrieval Tool is available within 2–3 weeks after the 2013 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2013 paper IRS income tax returns, the 2013 IRS income tax return information is available for the IRS Data Retrieval Tool within 8–11 weeks after the 2013 paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about using the IRS Data Retrieval Tool.

**Check the box that applies**

- [ ] The parents **have used** the IRS Data Retrieval Tool in *FAFSA on the Web* to transfer 2013 IRS income tax return information into the student’s FAFSA.

- [ ] The parents **have not yet used** the IRS Data Retrieval Tool in *FAFSA on the Web*, but will use the tool to transfer 2013 IRS income tax return information into the student’s FAFSA once the 2013 IRS income tax return has been filed.

- [ ] The parents are **unable or choose not to use** the IRS Data Retrieval Tool in *FAFSA on the Web*, and instead will provide the school a **2013 IRS Tax Return Transcript(s)**. (signature not required) – transcript request instructions on Bloomfield College Website at http://www.bloomfield.edu/admission/financing-education/forms

If the parents filed separate 2013 IRS income tax returns, **2013 IRS Tax Return Transcripts** must be provided for both.

- [ ] Check here if a **2013 IRS Tax Return Transcript(s)** is provided.

- [ ] Check here if a **2013 IRS Tax Return Transcript(s)** will be provided later.

**Non-Tax Return Filers**

The instructions and certifications below apply to each parent included in the household. Complete this section if the parents will not file and are not required to file a 2013 income tax return with the IRS.

**Check the box that applies:**

- [ ] Neither parent was employed and had no income earned from work in 2013.
One or both parents were employed in 2013 and have listed below the names of all employers, the amount earned from each employer in 2013, and whether an IRS W-2 form is provided. [Provide copies of all 2013 IRS W-2 forms issued to the parents by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

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

<table>
<thead>
<tr>
<th>Employer’s Name</th>
<th>2013 Amount Earned</th>
<th>IRS W-2 Provided?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suzy’s Auto Body Shop (example)</td>
<td>$2,000</td>
<td>Yes</td>
</tr>
</tbody>
</table>

2013 Income Information for Student

Tax Return Filers

Important Note: The instructions below apply to the student.

Instructions: Complete this section if the student filed or will file a 2013 IRS income tax return(s). The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web at FAFSA.gov.

In most cases, for electronic filers, 2013 IRS income tax return information for the IRS Data Retrieval Tool is available within 2–3 weeks after the 2013 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2013 paper IRS income tax returns, the 2013 IRS income tax return information is available for the IRS Data Retrieval Tool within 8–11 weeks after the 2013 paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about using the IRS Data Retrieval Tool.

Check the box that applies:

☐ The student has used the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2013 IRS income tax return information into the student’s FAFSA.

☐ The student has not yet used the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to transfer 2013 IRS income tax return information into the student’s FAFSA once the 2013 IRS income tax return has been filed.

☐ The student is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and instead will provide the school a 2013 IRS Tax Return Transcript(s). (signature not
Non-Tax Return Filers
The instructions and certifications below apply to the student. Complete this section if the student will not file and is not required to file a 2013 income tax return with the IRS.

Check the box that applies:

☐ The student was not employed and had no income earned from work in 2013.

☐ The student was employed in 2013 and has listed below the names of all employers, the amount earned from each employer in 2013, and whether an IRS W-2 form is provided. [Provide copies of all 2013 IRS W-2 forms issued to the student by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

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

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### Household Size and Number in College

List below the people in the parents’ household. Include:

- The student.
- The parents (including a stepparent) even if the student doesn’t live with the parents.
- The parents’ other children if the parents will provide more than half of their support from July 1, 2014, through June 30, 2015, or if the other children would be required to provide parental information if they were completing a FAFSA for 2014–2015. Include children who meet either of these standards even if the children do not live with the parents.
- 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 through June 30, 2015.

For any household member, excluding the 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, 2014, and June 30, 2015, include the name of the college.

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

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Age</th>
<th>Relationship</th>
<th>College</th>
<th>Will be Enrolled at Least Half Time (YES or NO)</th>
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Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.
Child Support Paid

One of the parents included in the household or the student paid child support in 2013. List below the names of the persons who paid the child support, the names of the persons to whom the child support was paid, the names of the children for whom the child support was paid, and the total annual amount of child support that was paid in 2013 for each child.

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

<table>
<thead>
<tr>
<th>Name of Person Who Paid Child Support</th>
<th>Name of person to Whom Child Support was Paid</th>
<th>Name of Child for Whom Support was Paid</th>
<th>Amount of Child Support Paid in 2013</th>
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Note: If we have reason to believe that the information regarding child support paid is not accurate, we may require additional documentation, such as:

- A copy of the separation agreement or divorce decree that shows the amount of child support to be provided;
- A statement from the individual receiving the child support certifying the amount of child support received; or
- Copies of the child support payment checks or money order receipts.
Food Stamps (Supplemental Nutrition Assistance Program)

The parents certify that a member of the parents’ household, received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2012 or 2013. SNAP may be known by another name in some states. For assistance in determining the name used in a state, please call 1-800-4FED-AID (1-800-433-3243).

The parents’ household includes:

- The student.
- The parents (including a stepparent) even if the student doesn’t live with the parents.
- The parents’ other children if the parents will provide more than half of their support from July 1, 2014, through June 30, 2015, or if the other children would be required to provide parental information if they were completing a FAFSA for 2014–2015. Include children who meet either of these standards even if the children do not live with the parents.
- 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 through June 30, 2015.

☐ Check here if someone in the Parent’s Household received benefits from SNAP – Supplemental Nutritional Assistance Program, (formerly known as food stamps) any time during 2012 or 2013 Calendar Years. If asked by Bloomfield College, I will provide documentation of the receipt of SNAP benefits during 2012 and/or 2013.

Note: If we have reason to believe that the information regarding the receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefits in 2012 or 2013.
Household Resources Section

Parents’ Section

The Parents’ income (and, if applicable, the income for dependents other than the student), as reported, falls below certain thresholds, and as such, we will need to document the student’s means of support.

Please check off the following items (below) that student (and, if applicable, the income for dependents other than the student) are receiving and list the yearly amount, where indicated.

☐ Social Security Benefits—yearly amount received in 2013: $____________________

☐ TANF Benefits—yearly amount received in 2013: $____________________

☐ SNAP Benefits—yearly amount received in 2013: $____________________

☐ Section 8 Housing Assistance—yearly amount received in 2013: $____________________

☐ Untaxed Veteran’s Benefits—yearly amount received in 2013: $____________________

(Includes living allowance received from GI Bill, Post-9/11, or Yellow-Ribbon)

☐ Other __________________________—yearly amount received in 2013: $____________________

(Please list name of agency under ‘Other’ Source)

☐ Other __________________________—yearly amount received in 2013: $____________________

(Please list name of agency under ‘Other’ Source)

☐ Other __________________________—yearly amount received 2013: $____________________

(Please list name of agency under ‘Other’ Source)

If you do not receive any of the items above but, receive in kind support then please check of the box below and complete the following worksheet.

In kind support means that you live with a friend or relative who pays the bills, and that you live in their home and share meals at their dinner table.

☐ In Kind Support—

1. Student’s share of the rent paid for all of 2013: $____________________

☐ Student’s share of meals provided for all of 2013 $____________________

Total In Kind Support (add lines 1 and 2 above): $____________________
Student’s Section

The student’s income, as reported, falls below certain thresholds, and as such, we will need to document the student’s means of support.

Please check off the following items (below) that student are receiving and list the yearly amount, where indicated.

☐ Social Security Benefits—yearly amount received in 2013: $_____________________

☐ TANF Benefits—yearly amount received in 2013: $_____________________

☐ SNAP Benefits—yearly amount received in 2013: $_____________________

☐ Section 8 Housing Assistance—yearly amount received in 2013: $_____________________

☐ Untaxed Veteran’s Benefits—yearly amount received in 2013 : $_____________________
  (Includes living allowance received from GI Bill, Post-9/11, or Yellow-Ribbon)

☐ Other _________________________—yearly amount received in 2013: $_____________________
  (Please list name of agency under ‘Other’ Source)

☐ Other _________________________—yearly amount received in 2013: $_____________________
  (Please list name of agency under ‘Other’ Source)

☐ Other _________________________—yearly amount received 2013: $_____________________
  (Please list name of agency under ‘Other’ Source)

If you do not receive any of the items above but, receive in kind support then please check of the box below and complete the following worksheet.

In kind support means that you live with a friend or relative who pays the bills, and that you live in their home and share meals at their dinner table.

☐ In Kind Support—

    2. Student’s share of the rent paid for all of 2013: $_____________________

    3. Student’s share of meals provided for all of 2013 $_____________________

   o Total In Kind Support (add lines 1 and 2 above): $_____________________

467 Franklin Street | Bloomfield, NJ 07003
T 973-748-900 ext 1212 | F 973-748-9735
**High School Completion Status**

Provide one of the following documents that indicate the student’s high school completion status when the student will begin college in 2014–2015:

- 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.
- A copy of the student’s General Educational Development (GED) certificate or GED transcript.
- An academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for full credit toward a bachelor’s degree.
- If State law requires a homeschooled student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.
- If 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.

If the student is unable to obtain the documentation listed above, he or she must contact the financial aid office.
Statement of Educational Purpose

The student must appear in person at ____________________________ to 
(Name of Postsecondary Educational Institution)
verify his or her identity by presenting a 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.

In addition, the student must sign, in the presence of the institutional official, the following:

Statement of Educational Purpose

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 and to pay the cost of attending

(Name of Postsecondary Educational Institution)

Student’s Name ___________________________ Student’s ID Number ________________

____________________  ____________________
(Student’s Signature)  (Date)

_________________
(Student’s ID Number)
Identity and Statement of Educational Purpose
(To Be Signed With Notary)

If the student is unable to appear in person at ______________________________________
(Name of Postsecondary Educational Institution) to verify his or her identity, the student must provide:

(a) A copy of the valid government-issued photo identification (ID) that is acknowledged in the
notary statement below, such as but not limited to a driver’s license, other state-issued ID, or
passport; and

(b) The original notarized Statement of Educational Purpose provided below.

Statement of Educational Purpose

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 and to pay the cost of attending
(Name of Postsecondary Educational Institution)
________________________________________
(Student’s Signature) ____________________________
(Date)

Notary’s Certificate of Acknowledgement

State of ______________________________________________________________________
City/County of __________________________________________________________________
On____________________, before me, _____________________________________________,
(Date)                                                                    (Notary’s name)
personally appeared, ____________________________________________, and provided to me
(Printed name of signer) on basis of satisfactory evidence of identification
(Type of government-issued photo ID provided) to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal
(Seal)                                                                                   (Notary signature)
My commission expires on __________________________
(Date)
Signature(s) Required

Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

Print Student’s Name ___________________ Student’s ID Number ____________________

Student’s Signature (Required) ______________ Date ______________

Parent’s Signature ___________________ Date ______________

WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.