



**C. Independent Student's Income Information to Be Verified**

1. TAX RETURN FILERS—**Important Note:** If you, or your spouse if married, will file, an amended 2014 IRS tax return, you must contact the financial aid administrator before completing this section.

**Instructions:** Complete this section if you, the student, filed or will file a 2014 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 the student has not already used the tool, go to [FAFSA.gov](http://FAFSA.gov), log in to the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the student is eligible to use the IRS Data Retrieval Tool to transfer 2014 IRS income tax information into the student's 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 retrieve and transfer my (and, if married, my spouse's) 2014 IRS income information into my FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. *The student's school will use the IRS information that was transferred in the verification process.*
- I, the student, have not yet used the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to retrieve and transfer my (and, if married, my spouse's) 2014 IRS income information into the student's FAFSA once the student has filed a 2014 IRS tax return. *See instructions above for information on how to use the IRS Data Retrieval Tool. **Your school cannot complete the verification process until the IRS information has been transferred into the FAFSA.***
- I, the student am unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and I will submit to the school a **2014 IRS tax return transcript**—not a photocopy of the income tax return. *To obtain an IRS tax return transcript, go to [www.irs.gov](http://www.irs.gov) and click on the "Order a Return or Account Transcript" link, 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 the 2014 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 is attached to this worksheet.
  - Check here if an IRS tax return transcript will be submitted to the student's school later. **Verification cannot be completed until the IRS tax return transcript has been submitted to your school.**

2. TAX RETURN NONFILERS—Complete this section if the student will not file and is not required to file a 2014 income tax return with the IRS.

**Check the box that applies:**

- The student (and, if married, the student's spouse) was not employed and had no income earned from work in 2014; yet received untaxed monetary gifts, charity,  \$ \_\_\_\_\_ donations, and/or support in the amount of \_\_\_\_\_
- The student (and/or the student's spouse, if married) was employed in 2014 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 attached. Attach copies of all 2014 IRS W-2 forms issued to the student by employers. *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and Social Security Number at the top.*

Employer's Name	2014 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>	<i>Yes(example)</i>

Student's Name: \_\_\_\_\_ HU ID #: \_\_\_\_\_

**D. Receipt of SNAP Benefits**

Complete this section if someone in the student's household (listed in Section B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) any time during the 2013 or 2014 calendar years.

One of the persons listed in Section B of this worksheet received SNAP benefits in 2013 or 2014. **If asked by the student's school, I will provide documentation of the receipt of SNAP benefits during 2013 and/or 2014.**

**E. Statement of Educational Purpose (To Be Signed at the Institution)**

The student must appear in person at **HAMPTON UNIVERSITY** to 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:

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose  
(Print Student's Name)  
and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending **HAMPTON UNIVERSITY** for 2015-2016.

\_\_\_\_\_  
(Student's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Student's HU ID Number)

**F. Certification and Signatures**

Each person signing this worksheet certifies 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, sentenced to jail, or both.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature

\_\_\_\_\_  
Date

**Do not mail this worksheet to the U.S. Department of Education.  
Submit this worksheet to the financial aid administrator at your school.**

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