

**Student:**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_

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**2016-2017 STANDARD VERIFICATION-V1 Independent**

Your 2016-2017 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law states that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must sign this verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

**Important Note:** The instructions below apply to the student and spouse, if the student is married. Notify the financial aid office if the student or spouse filed separate IRS income tax returns for 2015 or had a change in marital status after the end of the 2015 tax year on December 31, 2015.

**Section 1 Income Information**

**Instructions:** Complete this section if the student and spouse filed or will file a 2015 IRS income tax return(s). The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at FAFSA.gov. In most cases, no further documentation is needed to verify 2015 IRS income tax return information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed. For electronic filers, 2015 IRS income tax return information for the IRS DRT is generally available within 2–3 weeks after the 2015 electronic IRS income tax return has been accepted by the IRS and for filers of 2015 paper IRS income tax returns, the 2015 IRS income tax return information is available for the IRS DRT within 8–11 weeks after the 2015 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 DRT. **If the student and spouse filed separate 2015 IRS income tax returns, 2015 IRS Tax Return Transcripts must be provided for both.**

**Check the box that applies:**

- The student has used the IRS DRT in *FAFSA on the Web* to transfer 2015 IRS income tax return information into the student's FAFSA.
- The student has not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2015 IRS income tax return information into the student's FAFSA once the 2015 IRS income tax return has been filed.
- The student is unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a **2015 IRS Tax Return Transcript(s)** (signature not required).
- The student did not file and was not required to file a 2015 income tax return with the IRS. Complete the **NONFILERS** section below.

To obtain a **2015 IRS Tax Return Transcript**, go to [www.irs.gov/transcript](http://www.irs.gov/transcript) and click on the "Get Transcript by Mail" link, or call 1-800-908-9946. Make sure to request the "IRS Tax Return Transcript" and not the "IRS Tax Account Transcript." Use the Social Security Number and date of birth of the first person listed on the 2015 IRS income tax return, and the address on file with the IRS (normally this will be the address used on the 2015 IRS income tax return). In most cases, for electronic filers, a 2015 IRS Tax Return Transcript may be requested from the IRS within 2–3 weeks after the 2015 IRS income tax return has been accepted by the IRS. Generally, for filers of 2015 paper IRS income tax returns, the 2015 IRS Tax Return Transcript may be requested within 8–11 weeks after the 2015 paper IRS income tax return has been received by the IRS.

This document can be submitted to your campus Financial Aid Office in person, mailed, faxed to 386-226-6307, or scanned and emailed to [dbfinaid@erau.edu](mailto:dbfinaid@erau.edu). (Please remember that attached documents must be PDF)

**Student:**

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**NONFILERS**—Complete this section for anyone who will not file and is not required to file a 2015 income tax return with the IRS. List every employer even if they did not issue a W-2 form. If more space is needed, attach a separate page with the student’s name and ERAU Student ID number at the top. If there was no employment and no income was received please write “**none**” under Employer’s Name.

Employee’s Name	Employer’s name	2015 Amount Earned	W-2 Attached?
Joe Smith (student)	Suzy’s Auto Body Shop (example)	\$2,000.00	Y

### Section 2 Family Information

List the people in your household, include:

- Yourself
- Your spouse, if you are married
- Your children, if you will provide more than half of their financial support from July 1, 2016 through June 30, 2017
- Any other people if they now live with you, and you provide more than half of their financial support and will continue to provide more than half of their financial support from July 1, 2016 through June 30, 2017

Also write in the name of the college for any household member who will be attending college at least half time between July 1, 2016 and June 30, 2017, and will be enrolled in a degree, diploma, or certificate program. **If additional space is required please attach a written statement.**

Full Name	Age	Relationship	College
		Self	Embry Riddle Aeronautical University

**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.

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