

## 2020-2021 Verification Worksheet

### Dependent Student – Tracking Group V5

Your 2020-2021 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you and your parent(s) reported on your FAFSA. To verify that you provided correct information the MATC financial aid office will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences between your FAFSA application information and this worksheet and/or documents you submitted, MATC will send corrections electronically to the federal processing center to have your application reprocessed. The MATC financial aid office may ask for additional information.

#### A. STUDENT INFORMATION (Please print)

Student's Last Name	Student's First Name	Student's M.I.	Student's ID Number
Student's Street Address (include apt. no.)			Student's Date of Birth
City	State	Zip Code	Student's Email Address
Student's Home Phone Number (include area code)			Student's Alternate or Cell Phone Number

#### B. FAMILY INFORMATION

**Number of Household Members:** List below **ALL** of the people in your **parents'** household for whom your parent(s) will provide more than half their support. Include:

1. **Yourself (even if you do not live with your parent(s)).**
2. **Your parent(s)** (including stepparent, or both legal parents in same household regardless of their marital status or gender of the parent(s) that you listed on your FAFSA form.
3. **Your parent(s) other children** (if your parents provide more than half of their support or if they would be required to give parental information when applying for Federal student aid).

NOTE: You may be asked to provide documentation that they provided half of the support for all names on this form or if we need to verify household size.

**Number in College:** If any of the people listed below will be attending college at least half-time (6 credits or more) in a degree, diploma or certificate program between July 1, 2020, and June 30, 2021, please list the name of the college they are attending.

Full Name of Everyone in the Household	Age	Relationship to Student	College Planning to Attend in 2019-20
		SELF	Milwaukee Area Technical College

*If there are additional household members, add them on a separate sheet of paper and submit along with this worksheet.*

**C. HIGH SCHOOL COMPLETION STATUS**

You must submit documentation of high school completion or an equivalent along with this worksheet.

**Check the box of the document you will attach to this worksheet:**

- High school diploma or high school transcript including graduation date. **Graduation Date:** \_\_\_\_\_
- Official documentation from high school counselor stating your graduation date and reason why high school diploma/transcript is unavailable.
- General Education Development (GED) Certificate. **Completion Date:** \_\_\_\_\_
- State certificate stating you have passed a State-authorized examination recognized as an equivalent of a high school diploma. **Completion Date:** \_\_\_\_\_
- Academic transcript of a successfully completed two-year program acceptable for full credit toward a bachelor's degree.
- If you are a homeschooled student, a transcript or equivalent, signed by parent or guardian, listing secondary school courses you have completed and documentation that you have successfully completed secondary school education.
- If you are a homeschooled student, a secondary school completion credential provided under State law.
- If you have already submitted documentation meeting any of the above requirements to the admissions office you do not to furnish us with this information as we can access it from our database.

**D. DOCUMENTATION OF IDENTITY/STATEMENT OF EDUCATIONAL PURPOSE**

In order to complete the Verification process, you will need to appear in person at one of the MATC offices at any of our campuses and present your current government issued ID (such as a driver's license, military ID, passport, etc.) and this verification worksheet to an institutionally authorized financial aid administrator. Your financial aid administrator will need to validate the statement below at the time of submission by maintaining a copy of your current photo ID and by providing a signature and date. ***If you cannot appear in person to submit this worksheet, you will need to provide a copy of your current government issued ID and this worksheet notarized by a public notary. (Electronic Signatures Cannot be accepted).***

***(Electronic Signatures Cannot be accepted.)***

**Statement of Educational Purpose**

I certify that I \_\_\_\_\_ am the individual signing this Statement of  
(Print Student's Name)

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 Milwaukee Area Technical College for 2020-2021.

_____ Student's Signature	_____ Date	_____ Financial Aid Administrator Signature	_____ Date
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**Your signature must be witnessed below by either a Financial Aid Administrator when you submit this worksheet in person at an MATC campus Financial Aid Office or by a Notary if you are emailing, faxing or mailing the worksheet.**

**Notary's Certificate of Knowledge**

State of \_\_\_\_\_ City/County of \_\_\_\_\_ before me,  
\_\_\_\_\_ personally appeared, \_\_\_\_\_  
(Notary's Name) (printed name of signer)

And provided to me 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) (Date commission expires)

**Student Name:** \_\_\_\_\_ **Student ID Number:** \_\_\_\_\_

**E. STUDENT TAX AND INCOME INFORMATION**

Check all that apply below and then complete the grid below even if the amount is zero dollars:

- Check here if you filed 2018 taxes and used the **IRS Data Retrieval Tool** to complete the FAFSA, and if you did not make changes to the FAFSA fields after the retrieval tool was used.
- Check here if you filed 2018 taxes and have attached a **Federal Tax Return Transcript** (and a signed copy of the 1040X if amendments were made after filing).
- Check here if you will not file and are not required to file a 2018 Federal Tax Return. In the table below, list your employer(s) as well as any income received in 2018. **Please note: Additional information/documentation may be requested.**

IRS Tax Transcripts, Letters of Non-filing, and Wage & Income Transcripts may be requested at <https://www.irs.gov/individuals/get-transcript> or by phone at 1-800-908-9946. The Milwaukee IRS Office is located at 211 West Wisconsin Ave. To schedule an appointment, please call 1-844-545-5640.

Employer's Name	2018 Amount Earned	IRS W-2s Attached (Y/N)

**F. PARENT TAX AND INCOME INFORMATION**

Check all that apply below and then complete the grid below even if the amount is zero dollars:

- Check here if parent(s) (including step-parent if remarried) filed 2018 taxes and used the **IRS Data Retrieval Tool** to complete the FAFSA, and if you did not make changes to the FAFSA fields after the retrieval tool was used.
- Check here if parent(s) (including step-parent if remarried) filed 2018 taxes and have attached a **Federal Tax Return Transcript** (and a signed copy of the 1040X if amendments were made after filing). To obtain a free Tax Return Transcript, order one at [www.irs.gov](http://www.irs.gov) or by phone at 1-800-908-9946. You can request a transcript as soon as your tax return is processed by the IRS.
- Check here if you will not file and are not required to file a 2018 Federal Tax Return. In the table below, list your employer(s) as well as any income received in 2018. **You must also attach a copy of your Letter of Non-filing and Wage & Income Transcript from the IRS. You may request these by calling 1-800-908-9946, submitting the IRS Form 4506-T, or at [www.irs.gov](http://www.irs.gov).**

IRS Tax Transcripts, Letters of Non-filing, and Wage & Income Transcripts may be requested at <https://www.irs.gov/individuals/get-transcript> or by phone at 1-800-908-9946. The Milwaukee IRS Office is located at 211 West Wisconsin Ave. To schedule an appointment, please call 1-844-545-5640.

**G. CERTIFICATION AND SIGNATURES**

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. (Electronic Signatures are not acceptable.)

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date