

C. Independent Student's Income Information to Be Verified

1. TAX RETURN FILERS—**Important Note:** If the student filed, or will file, an amended 2015 IRS tax return, the student must contact the financial aid administrator before completing this section.

Instructions: Complete this section if the student, filed or will file a 2015 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, 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 2015 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:

- The student has used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2015 IRS income information into the student's 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.*
- The student has not yet used the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to retrieve and transfer 2015 IRS income information into the student's FAFSA once the student has filed a 2015 IRS tax return. *See instructions above for information on how to use the IRS Data Retrieval Tool. The student's school cannot complete the verification process until the IRS information has been transferred into the FAFSA.*
- The student is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and the student will submit to the school a **2015 IRS tax return transcript**—not a photocopy of the income tax return.

A **2015 IRS Tax Return Transcript** may be obtained through the following:

- Online Request—Go to www.irs.gov, under the Tools heading on the IRS homepage, click "Get a Tax Transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."
- IRS2GO App—
Apple Online Store at <https://itunes.apple.com/us/app/irs2go/id414113282/mt=8>
Google Play at <https://play.google.com/store/apps/details?id=gov.irs>
- Telephone Request—1-800-908-9946
- Paper Request Form—
IRS Form 4506T-EZ or IRS Form 4506-T <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>

- Check here if the student's IRS tax return transcript is attached to this worksheet.*
- Check here if the student's 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 the student's school.*

Student's Name _____

Student's ID Number _____

E. 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 2016–2017:

- 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.

F. Chose 1. Or 2.

**(1.) Identity and Statement of Educational Purpose
(To Be Signed With Notary)**

If the student is unable to appear in person at Eastern Oklahoma State College 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 (in English or Spanish) 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 Eastern Oklahoma State College for 2015-2016.

(Student's Signature)

(Date)

Student's Name _____

Student's ID Number _____

Declaración de Propósito Educativo

Certifico que yo, _____, soy el individuo que firma esta
[Imprimir Nombre del Estudiante]

Declaración de Finalidad Educativa y que la ayuda financiera federal estudiantil que yo pueda recibir, sólo será utilizada para fines educativos y para pagar el costo de asistir a Eastern Oklahoma State College para 2016–2017. [Imprimir Nombre de Institución Educativa Postsecundaria]

[Firma del Estudiante]

[la Fecha]

State of _____

City/County of _____

On _____, before me, _____,

(Date)

(Notary's name)

personally appeared, _____, and proved 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 _____

**(2.) Identity and Statement of Educational Purpose
(To Be Signed at the Institution)**

The student must appear in person at Eastern Oklahoma State College 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:

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 _____ for 2016–2017.

(Name of Postsecondary Educational Institution)

(Student's Signature)

(Date)

(Institutional Signature)

(Title)

(Date)

G. 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, be sentenced to jail, or both. |
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Student's Signature (required)

Date

Spouse's Signature (optional)

Date

Do not mail this worksheet to the U.S. Department of Education. Submit this worksheet to the financial aid Verification Officer at Eastern Oklahoma State College.

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