



Your 2017-2018 Free Application for Federal Aid (FAFSA) was selected for a process called VERIFICATION. The law states before disbursing federal student aid, we may ask you to confirm the information reported on the FAFSA. WGTC will compare information on this worksheet and any other required documents with the FAFSA to verify that you provided correct information. If there are differences, your FAFSA information may need to be corrected. WGTC will make the necessary corrections as part of VERIFICATION. You must complete and sign this worksheet, attach any required documents, and submit the form to the WGTC Financial Aid Office nearest your campus location.

**WE MAY REQUEST ADDITIONAL INFORMATION FROM YOU IF NEEDED.**

**SECTION A: Student Information**

<b>Last Name</b>	<b>First Name</b>	<b>MI</b>	<b>SSN Number</b>
<b>Student E-mail Address</b>	<b>Contact Telephone Number</b>	<b>Date of Birth</b>	

A student is considered **Independent**: (1) if born before January 1, 1994, or (2) is married, or (3) is working on a master’s degree or doctorate degree or (4) is a veteran of the U.S. armed forces or currently serving on active duty for purposes other than training, or (5) have children who receive more than half of their support from you, or (6) have legal dependent(s) other than children or spouse who receives more than half of their support from you, or (7) since age 13, both parents were deceased, was in foster care, or was a dependent/ward of the court, or (8) was an emancipated minor as determined by a court in your legal state of residence, or (9) was in legal guardianship as determined by a court in your legal state of residence, or (10) on or after July 1, 2016 was an unaccompanied youth who was homeless or self-supporting and at risk of being homeless as determined by the high school or school district homeless liaison or director of an emergency shelter/transitional housing program funded by HUD.

**If you answered NO to all of the dependency questions on Step 3 of your FAFSA, you are considered a Dependent Student.**  
Dependent students must report their parent’s income and assets as well as their own. Federal student aid programs are based on the concept that a dependent student’s parents have the primary responsibility for paying for their child’s education.

**HOW TO COMPLETE THIS FORM**

**Independent Student:** List all requested information in Section B for (1) yourself, (2) your spouse (if you are married), and (3) any dependent children of yours (including spouse’s) if they receive more than half of their support from you (and spouse). Include other dependent people only if they now live with you and receive more than half of their support from you, and will continue to receive support between July 1, 2017 and June 30, 2018. Also write the name of the college for any family member who will be attending college in a degree or certificate program for at least half-time between July 1, 2017 and June 30, 2018.

**Dependent Student:** List all requested information in Section B for (1) yourself, (2) your parent(s) *(even if you do not live with them)*. If your parents are not married to each other answer the sections about the parent you lived with over 50 percent in the past 12 months, the parent who provided more financial support during the past 12 months. If this parent is remarried, include the parent’s spouse (your stepparent) information as you answer all sections; and (3) your siblings (brothers/sisters) if they receive more than half of their support from your parent(s). Include other dependent people only if they now live with and receive more than half of their support from your parent(s), and will continue to receive support between July 1, 2017 and June 30, 2018. **\*\*Also write the name of the college for any dependent family members (DO NOT INCLUDE YOUR PARENTS) who will be attending college in a degree or certificate program for at least half-time between July 1, 2017 and June 30, 2018.**

**SECTION B: Household Information**

NAME	AGE	RELATIONSHIP	COLLEGE **	Will Be Enrolled At Least Half Time
Mary Jones (example)	28	Spouse	Valdosta State University	Yes
		Self		

**SECTION C: Required Signature/Certification Statement:**

“I certify that all information reported on this form is true and complete to the best of my knowledge. I agree, if asked, to provide additional documents that will verify the accuracy of the information on this form. I understand that no federal aid will be disbursed to my student account until verification is complete.” **WARNING: If you purposely give false or misleading information, you may be fined, be sentenced to jail, or both.**

\_\_\_\_\_  
Student Signature (Spouse Signature Is Optional)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

<b>SECTION D: Work History</b>	<b>Student</b>	<b>Spouse</b>	<b>Father</b>	<b>Mother</b>
Did you work in 2015?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>SECTION E: Tax Return Status</b>	<b>Student</b>	<b>Spouse</b>	<b>Father</b>	<b>Mother</b>
Did you file a 2015 Federal Tax Return?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

**SECTION F: NON-TAX FILERS ONLY** – Complete this section if you, your spouse, and/or parents had income or benefits but did not file a 2015 tax return

- Enter the amount of earned or untaxed income and any benefits that you received in Calendar Year 2015 for which you were not required to file a 2015 U.S. Income Tax Return.
- Provide the employer’s name and a copy of the W-2(s) when listing wages. If you do not have or cannot get a copy of your W-2 *you must write in the margin of this form why you cannot obtain your W-2(s)*.
- The sources of untaxed income may require documentation: TANF, child support received SSI, Worker’s Compensation, etc.

Name of company/agency or individual who paid the 2015 income/benefits	Student	Spouse	Father	Mother
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Total Amount - All Sources	\$	\$	\$	\$

I (we) certify that no U.S. Income Tax Return has been filed and I (we) are not required to file for 2015 and all earned/untaxed income and/or benefits are reported above. (NOTE: Dependent students must also have the form signed by a parent).

\_\_\_\_\_  
Student Signature (Spouse Signature Is Optional)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

Ben Hill-Irwin Campus, 667 Perry House Road, Fitzgerald, GA 31750, (229) 468-2000/Fax (229) 468-2110  
Coffee Campus, 706 West Baker Highway, Douglas, GA 31533, (912) 389-4300/ Fax (912) 389-4308  
Cook County Workforce Development Center, 1676 N. Elm St., Sparks, GA 31647, (229) 549-7368/Fax (229) 549-6286  
Valdosta Campus, 4089 Val Tech Road, Valdosta, GA 31602, (229) 333-2100/Fax (229) 333-2153

An Equal Opportunity Institution/A Unit of the Technical College System of Georgia

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In addition to the categories on this form you must also verify the following items for the V-1, V-4, and V5 groups. You must resolve any conflicting data.		
1. Was the IRS DAT used? ISIR Code” 02”	4. Adjusted Gross Income/U.S. Tax Paid	7. Untaxed portion of IRA distributions
2. Marital Status (If conflicting information)	5. Tax-exempt interest	8. Education credits
3. Tax Filing Status	6. Untaxed portions of pensions	9. BAS (on active duty military LES)

You have been selected by the U.S. Department of Education to verify your identity and educational plans. You must appear in person at the Financial Aid Office on your campus and present a piece of valid government-issued identification to a financial aid administrator (FAA). The FAA will review and copy this piece of identification which will be maintained in your student file.

### SECTION G: 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 2017–2018. If the student is unable to obtain the documentation listed below, he or she must contact the Financial Aid Office.*

- Copy of student's high school diploma.
- Copy of student's final official high school transcript showing date when the diploma was awarded.
- Copy of the student's General Educational Development (GED) certificate or GED transcript.
- An Official Academic transcript indicating 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 home school (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), 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.

### SECTION H: Identity and Statement of Educational Purpose

The student must appear in person at the nearest Wiregrass Georgia Technical College campus location shown below to verify his or her identity by presenting 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.

<b>Statement of Educational Purpose</b>	
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 Wiregrass Georgia Technical College for 2017-2018.	
_____ (Student's Signature)	_____ (Date)
_____ (Witness' Signature—WGTC FA Official)	_____ (Date)

### Wiregrass Georgia Campus Locations

**Ben Hill-Irwin Campus, 667 Perry House Road, Fitzgerald, GA 31750, (229) 468-2000/Fax (229) 468-2110**  
**Coffee Campus, 706 West Baker Highway, Douglas, GA 31533, (912) 389-4300/ Fax (912) 389-4308**  
**Cook County Workforce Development Center, 1676 N. Elm St., Sparks, GA 31647, (229) 549-7368/Fax (229) 549-6286**  
**Valdosta Campus, 4089 Val Tech Road, Valdosta, GA 31602, (229) 333-2100/Fax (229) 333-2153**

**If the student is unable to appear in person at one of the Wiregrass Georgia Technical College campus locations 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 on page 3 which is but not limited to a driver's license, other state-issued ID, or passport; and
- (b) The original notarized Statement of Educational Purpose on page 3. You must sign in the presence of the notary.

**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 Wiregrass Georgia Technical College for 2017-2018.

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

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

**Notary's Certificate of Acknowledgment**

State of \_\_\_\_\_ City/County of \_\_\_\_\_ on \_\_\_\_\_,  
(Date)

before me, \_\_\_\_\_, personally appeared, \_\_\_\_\_,  
(Notary's Name) (Printed name of signer)

and proved to me on the basis of satisfactory evidence of identification \_\_\_\_\_  
(Type of unexpired 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)

**FOR FINANCIAL AID OFFICE USE ONLY**

**Beginning with 2014-2015, you must report your results for any student for whom you receive an ISIR tracking flag V4 or V5— as selected by CPS and request verification documentation. You MUST report this information to FAA Access to CPS Online and enter one of the following numeric codes that apply to the student:**

- 1—verification completed in person, no issues found
- 2—verification completed using notary, no issues found
- 3—verification attempted, issues found with identity
- 4—verification attempted, issues found with HS completion
- 5—no response from applicant or unable to locate

NOTE: If issues were found with both identity and high school completion status, use code 3.