



2013-2014

# Aggregate Verification Worksheet

Your Free Application for Federal Student Aid (FAFSA) was selected for review in a process called "Verification". In this process we compare your FAFSA with information on this worksheet and other required documents, such as your 2012 IRS tax information. If there are differences, the Financial Aid Office will make the necessary changes. The Financial Aid Staff will not make any Financial Aid Payments available to you until all verification and required documentation have been met and the necessary corrections have been made under the financial aid program regulation (34CFR, part 668).

## STUDENT INFORMATION

Last Name (Please Print)	First Name	M.I.	Date of Birth
Peralta Student ID	Social Security #	Telephone Number to best reach you	

## FAMILY/HOUSEHOLD INFORMATION (Please check one of the boxes below).

**Dependent Student:** List the people in your parents' household. Include yourself, your parent(s) (including stepparent) even if you don't live with your parents, and other children if (a) your parents will provide more than half of their support between July 1, 2013 and June 30, 2014, or (b) if the children would be required to provide parental information when applying for Federal Student Aid. Include also, any other people who now live with your parent(s) and for whom your parent(s) will provide more than half of their support between July 1, 2013 and June 30, 2014.

**Independent Student:** List the people in your household. Include yourself, your spouse (if married), and children if (a) you will provide more than half of their support between July 1, 2013 and June 30, 2014. Include also, any other people who now live with you and for whom you will provide more than half of their support between July 1, 2013 and June 30, 2014.

Write the names of all household members including yourself. Also write the name of the college for any family member, excluding your parent (if dependent), who will be attending college at least half-time between July 1, 2013 and June 30, 2014. If more space is needed, attach a separate page with the student's name and Peralta Student ID# at the top.

Full Name	Age	Relationship to Student	College Attending
<i>Theodore Cleaver (example)</i>	<i>19</i>	<i>Brother</i>	<i>Yellowstone University</i>

### What You Should Do:

If you did not elect or could not elect to use the "IRS Data Retrieval Tool" when completing the FAFSA, you must obtain a 2012 Federal IRS Tax Return Transcript, for yourself, your spouse (if married) and your parents/stepparent (if dependent). You may order a Tax Return transcript from the Internal Revenue Service online at [www.irs.gov](http://www.irs.gov), click on the "Order a Return or Account Transcript" link, and click on "Order a Transcript" under number 3. Enter your personal information and select continue. Under the "Type of Transcript" option, please select "Return Transcript". Also select 2012 as the year. You may also call 1-800-908-9946 to request this information. It takes up to three weeks for the IRS income information to be available for electronic IRS tax return filers, and up to eleven weeks for paper IRS tax return filers.

**Note:** If the "IRS Data Retrieval Tool" is used to transfer tax information and the information is not changed when completing the FAFSA, tax transcripts are not required.

*Verification of additional untaxed income information such as, but not limited to, IRA deductions and Education Credits, will be performed by using the IRS Tax Transcript. Additional supporting documentation may be requested by the Financial Aid Office.*



Berkeley City College  
2050 Center Street  
Berkeley, CA  
510.981.2805



College of Alameda  
555 Ralph Appenzato Mem.Pkwy  
Alameda, CA 94501  
510.748.2228



Laney College  
900 Fallon Street  
Oakland, CA 94607  
510.464.3314



Merritt College  
12500 Campus Drive  
Oakland, CA 94619  
510.436.2465

**STUDENT'S (AND SPOUSE'S, IF MARRIED) INCOME & BENEFITS INFORMATION**

Check the appropriate boxes below and provide the requested information and documents:

- I/we used the IRS Data Retrieval Tool to transfer my/our 2012 income information to the FAFSA.
- I/we did not (or could not) transfer my/our 2012 income information to the FAFSA using the IRS Data Retrieval Tool. I/we have attached a copy of my/our 2012 IRS Tax Return Transcript(s).
- I/we were not employed and had no income earned from work in 2012.
- I/we worked but did not and were not required to file a 2012 Federal Income Tax Return. I/we have listed below the names of all employers, the amount earned from each employer in 2012, and whether an IRS W-2 form or 1099 is provided. I/we listed every employer even if the employer did not issue an IRS W-2 form or 1099. I/we provided copies of all 2012 IRS W-2 forms or 1099's issued to me/us.

Employer's Name	2012 Amount Earned	IRS W-2, 1099 Provided?
<i>Acme Auto Body Shop (example)</i>	\$2,000.00	Yes

**PARENTS' INCOME & BENEFITS INFORMATION (required if the student is considered dependent)**

Check the appropriate boxes below and provide the requested information and documents:

- I/we used the IRS Data Retrieval Tool to transfer my/our 2012 income information to the FAFSA.
- I/we did not (or could not) transfer my/our 2012 income information to the FAFSA using the IRS Data Retrieval Tool. I/we have attached a copy of my/our 2012 IRS Tax Return Transcript(s).
- I/we were not employed and had no income earned from work in 2012.
- I/we worked but did not and were not required to file a 2012 Federal Income Tax Return. I/we have listed below the names of all employers, the amount earned from each employer in 2012, and whether an IRS W-2 form or 1099 is provided. I/we listed every employer even if the employer did not issue an IRS W-2 form or 1099. I/we provided copies of all 2012 IRS W-2 forms or 1099's issued to me/us.

Employer's Name	2012 Amount Earned	IRS W-2, 1099 Provided?
<i>Acme Auto Body Shop (example)</i>	\$2,000.00	Yes

**SNAP BENEFITS (FOOD STAMPS) VERIFICATION**

In 2011 or 2012, did you (or spouse, if married) or parent(s) (if dependent) received SNAP benefits (formally known as the Food Stamp Program). Yes \_\_\_\_\_ or No \_\_\_\_\_

*Note: We may require documentation from the agency that issued the SNAP benefits in 2011 or 2012.*

**CHILD SUPPORT PAID**

If you (or spouse, if married) or parent(s) (if dependent) indicated on your FAFSA that Child Support was paid, please complete the information below:

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support was Paid	Amount of Child Support Paid in 2012

**Note:** We may require additional documentation before we can determine your eligibility.

- A copy of the separation agreement or divorce decree that shows the amount of child support to be provided;
- A statement from the individual receiving the child support certifying the amount of child support received; or
- Copies of the child support payment checks or money order receipts.

**UNTAXED INCOME**

*Enter the dollar amount of all untaxed income received in 2012, if there is no dollar amount to enter please put a \$0.*

<b>Untaxed Income Resource</b>	<b>Student</b>	<b>Parent</b>
Child Support RECEIVED – DO NOT include Foster Care payments	\$	\$
Payments to tax-deferred pension and savings plan (paid directly or withheld from earnings) including, but not limited to, amounts reported on the W-2 in box 12a through 12d codes D,E,F, G,H and S	\$	\$
Housing, food or other allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits)	\$	\$
Veteran's non-education benefits such as Disability, Death Pension, or Dependency and Indemnity Compensation (DIC) and/or VA Educational Work Study allowances	\$	\$
Unemployment benefits that were not reported on your tax return	\$	\$
Any money given to you by someone else (for bills, rent, utilities, etc)	\$	\$

**SUPPORT CERTIFICATION**

Complete this section if the total of your (or spouse, if married) or parent(s) (if dependent) income reported on this form is less than \$5,000. Please explain how you or your parents (if dependent) met their monthly expenses (low income housing, SNAP (food stamps), cash aid, social security benefits, etc.).

**STUDENT – HIGH SCHOOL COMPLETION STATUS**

Provide **one** of the following documents that indicate you have, or will have a high school diploma or GED at the time you begin taking classes at Peralta Community College District. Peralta Community College District consists of the following colleges: Berkeley City College, College of Alameda, Laney College and Merritt College. Please check the box indicating the document you are providing:

- Copy of your high school diploma
- Copy of your final official high school transcript that shows the date the diploma was awarded
- Copy of your General Educational Development (GED) certificate or GED transcript
- An academic transcript that indicates that you successfully completed at least a two-year college program that is acceptable for full credit toward a bachelor's degree **(Please note, this option will take additional time in completing your verification for the evaluation of your transcripts).**
- If a 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 or a copy of your transcript or equivalent signed by a parent or guardian
- I do NOT have a high school diploma or GED

**If you are unable to obtain the documentation listed above, please contact the financial aid office. An additional form and/or alternative documentation may be accepted.**

**IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE (TO BE SIGNED IN PERSON AT THE CAMPUS FINANCIAL AID OFFICE)**

You must appear in person at your home Financial Aid Offices within Peralta Community College District (PCCD) to verify your 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 (note: Military ID cannot be accepted). The Financial Aid Office will maintain a copy of your photo ID with the date it was received and the institutional staff member who is authorized to collect the ID.

In addition you, the student must sign, in the presence of an authorized staff member in the Financial Aid Office the following:

**Statement of Educational Purpose:** (sign only with a PCCD Financial Aid Staff)

I certify that I \_\_\_\_\_ am the individual signing this Statement of  
(Printed 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 PCCD for the 2013-2014 Award Year.

\_\_\_\_\_  
Student's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Office Use Only/Staff Initials

**CERTIFICATION AND SIGNATURE**

Each person signing this form certifies that all the information reported on it is complete and correct. The student and at least one parent (if required to provide parent information on the FAFSA) must sign and date.

\_\_\_\_\_  
Student's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature (if a dependent student)

\_\_\_\_\_  
Date

**WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.**

**IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE  
(TO BE SIGNED WITH A NOTARY)**

If you are unable to appear in person at one of the Peralta Community College campus Financial Aid Offices to verify your identity, you 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 (note: Military ID cannot be accepted); and
- b) The original notarized Statement of Education Purpose 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 Peralta Community College District for 2013-2014.

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

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

**Notary's Certificate of Acknowledgement**

State of \_\_\_\_\_  
City/County of \_\_\_\_\_  
On \_\_\_\_\_, before me, \_\_\_\_\_,  
(Date) (Notary's name)  
personally appeared, \_\_\_\_\_, and provided 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 \_\_\_\_\_