

Verification - Dependent Student

Student Name _____

Student ID Number (required) _____

Your financial aid application for the 2018-19 academic year has been selected for a process called "Verification." In this process, we are required to verify the information submitted on the Free Application for Federal Student Aid (FAFSA). Please complete this form and provide the requested documentation as soon as possible.

Deadlines: Please return this form, along with the requested documentation, within three weeks of the date of your email notification to allow time for processing. **NOTE:** UC Berkeley's verification review includes a review for institutional funding that is different than that for federal or state funding. As a result, institutional grant offers can change significantly once the verification review is completed. Corrections to income reported on the financial aid application may also result in a change to federal or state funding.

To expedite the processing of this form, you may upload it via your Cal Central student account or fax it to: (855) 895-3690. If you do not have access to a fax, you may send it to our mailing address:

UC Berkeley Financial Aid and Scholarships Office

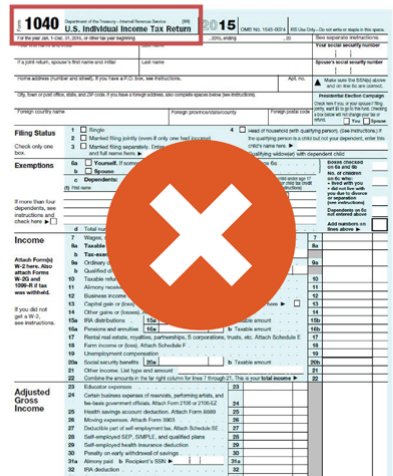
2nd Floor Sproul Hall #1960

Berkeley, CA 94720-1960

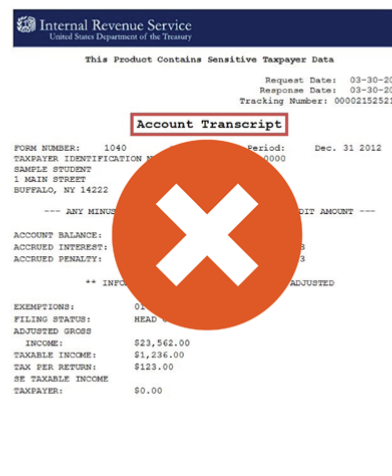
In-person drop-off: Cal Student Central, 120 Sproul Hall

- ☐ Attach copies of both the parent(s) and student 2016 **Tax Return Transcripts and W2 forms**. A **2016 IRS Tax Return Transcript** may be obtained through:
- o **Get Transcript by MAIL** – Go to www.irs.gov, under the Tools heading, 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."
 - o **Get Transcript ONLINE** – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."
 - o **Automated Telephone Request** – 1-800-908-9946
 - o **Paper Request Form** – IRS Form 4506T-EZ or IRS Form 4506-T


1040 U.S. INDIVIDUAL INCOME TAX RETURN



ACCOUNT TRANSCRIPT



TAX RETURN TRANSCRIPT





SECTION A – HOUSEHOLD SIZE INFORMATION

Please list the people who are included in your parent(s) household. You should include:

- Yourself, even if you don't live with your parent(s).
- Your parent(s) other children if (a) your parent(s) will be providing more than half of their support from July 1, 2018 through June 30, 2019, or (b) the children would be required to provide parental information when applying for financial aid; and
- Other people if they now live with your parent(s) and your parent(s) provides more than half of their support and will continue to do so from July 1, 2018 through June 30, 2019.

Name of Household Member	Date of Birth Mo/ Day/Year	Relation- ship to Student	Name of College	2018-19 College Grade Level	Expected Graduation Month/year
Student 1.	/ /	Self	UC Berkeley		/
Parent 1 2.	/ /				
Parent 2 3.	/ /				
Other 4.	/ /				/
Other 5.	/ /				/
Other 6.	/ /				/
Other 7.	/ /				/

SECTION B – ASSET INFORMATION

Report all asset values as of the date you filed your 2018-19 FAFSA. Only list the percentage you own of the asset value and debt below. Attach additional pages if necessary. **Do not leave any item blank; enter \$0 if there is no value to report.**

CASH, SAVINGS AND CHECKING – foreign and domestic, as of the date you filed your financial aid application			
	Student	Parent(s)	
Enter the total of your cash, savings and checking accounts.	\$	\$	
INVESTMENTS – foreign or domestic, as of the date you filed the financial aid application			
Investments include trust funds, money market funds, mutual funds, certificates of deposit (CD), stocks, stock options, bonds other securities, Coverdell savings accounts, 529 college savings plans, commodities, Uniform Transfers to Minors Act (UTMA)/ Uniform Gifts to Minors Act (UGMA) Custodial Accounts, partnerships/S corporations. Do not include the value of life insurance and retirement plans (401(k) plans, pension funds, annuities, non-education IRAs, Keogh plans).			
	Student	Parent(s)	
Total Value of Investment Assets:	\$	\$	
BUSINESS/FARM – foreign or domestic as of the date you filed the financial aid application			
Business or farm value includes the market value of land, buildings, machinery, equipment, inventory, etc. Business debt means only the debts for which the business was used as collateral. <u>Do not include the value of family owned and controlled small businesses if your family has more than 50% ownership and it has fewer than 100 full time employees.</u> Do not include farm value if you reside on the property and operate the farm.			
	Student	Parent(s)	
Business/farm name:	Market value:	\$	\$
	Debt owed:	\$	\$

Continue to Section C**SECTION C – ASSET INFORMATION – REAL ESTATE****REAL ESTATE – foreign or domestic, as of the date you filed the financial aid application**

Report real estate, other than your primary residence, that you own such as rental property, land, and second or vacation homes. The value is the market value as of the date you filed the financial aid application. Mortgage balance is how much is owed on the property. Include the value of multi-family dwellings that you own (exclude the portion of a dwelling that is your principal residence). List all properties from IRS Form 1040, Schedule E, other properties not reported on IRS Form, and foreign properties not included on a U.S. tax return. Attach additional pages if necessary.

		Student	Parent(s)
Address:	Market value:	\$	\$
	Mortgage balance:	\$	\$
	Date of purchase: (mm/yy)		
	Purchase price:	\$	\$
Address:	Market value:	\$	\$
	Mortgage balance:	\$	\$
	Date of purchase: (mm/yy)		
	Purchase price:	\$	\$
Address:	Market value:	\$	\$
	Mortgage balance:	\$	\$
	Date of purchase: (mm/yy)		
	Purchase price:	\$	\$
Address:	Market value:	\$	\$
	Mortgage balance:	\$	\$
	Date of purchase: (mm/yy)		
	Purchase price:	\$	\$
Address:	Market value:	\$	\$
	Mortgage balance:	\$	\$
	Date of purchase: (mm/yy)		
	Purchase price:	\$	\$

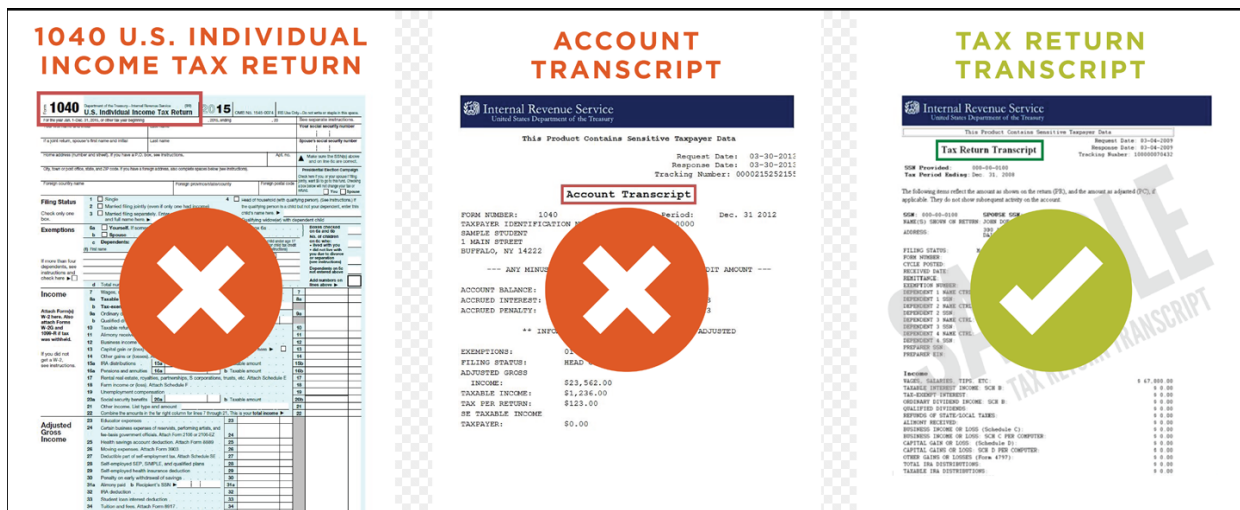
Continue to Section D

SECTION D – PARENT TAX FILING STATUS

Complete the section below that applies to your parent(s) tax filing status.

Check all that apply:☐ **My parent(s) filed a 2016 U.S. Federal Income Tax Return.**

- Attach a copy of your parent(s) 2016 IRS Tax Return Transcript, along with all W2 forms. If your parents are married, but did not file jointly, 2016 Tax Return Transcripts will be required for both. A **2016 IRS Tax Return Transcript** may be obtained through:
 - **Get Transcript by MAIL** – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript"
 - **Get Transcript ONLINE** – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript"
 - **Automated Telephone Request** – 1-800-908-9946
 - **Paper Request Form** – IRS Form 4506T-EZ or IRS Form 4506-T

☐ **My parent(s) filed a non-U.S. Income tax return for 2016.**

- Attach a signed copy of your parent(s) translated income tax return that was filed with the relevant tax authority. Complete and submit the Supplemental Foreign Income Information sheet found at <http://financialaid.berkeley.edu/forms>.

☐ **My parent(s) filed an amended IRS tax return for 2016.** An individual who filed an amended IRS income tax return for tax year 2016 must provide:

- A 2016 IRS tax return transcript (that will only include information from the original tax return and does not have to be signed); **and**
- A signed copy of the 2016 IRS Form 1040X, "Amended U.S. Individual Income Tax Return", that was filed with the IRS; **and**
- Copies of all 2016 W2 wage statements (if applicable).

☐ **My parents were a victim of IRS tax-related identity theft.** An individual who was a victim of IRS tax-related identity theft must provide:

- A Tax Return Data Base View (TRDBV) transcript obtained from the IRS by visiting www.irs.gov, or any other IRS tax transcript(s) that includes all of the income and tax information required to be verified; **and**
- A statement signed and dated by the tax filer indicating that he or she was a victim of IRS tax-related identity theft and that the IRS is aware of the tax-related identity theft; **and**
- Copies of all 2016 W2 wage statements (if applicable).

☐ **My parent(s) did not file a 2016 U.S. Federal Income Tax Return and are not required to file.** If your parent(s) are **not** required to file a 2016 federal tax return, continue to Section E.**Non- tax filers, continue to Section E****Tax filers, continue to Section F**

SECTION E – VERIFICATION OF 2016 INCOME INFORMATION FOR PARENT NONTAX FILERS

This section should only be completed if the parents included in the household size in Section A did not file and are not required to file a 2016 income tax return with the IRS.

- ☐ My parent(s) were not employed and had no income earned from work in 2016, **OR**
- ☐ My parent(s) were employed in 2016. List below the names of all employers and the amount earned from each employer. **Attach copies of all 2016 IRS W-2 forms issued** to the parent(s) by the employer(s). List all employers even if they did not issue a W-2 form.

Employer Name (print)	2016 Amount Earned	Was an IRS W-2 Issued?
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

THIS IS IMPORTANT: PARENTS WHO DID NOT FILE A 2016 TAX RETURN MUST SUBMIT DOCUMENTS FROM THE IRS THAT CLEARLY INDICATE THE IRS DOES NOT HAVE A TAX RETURN RECORD FOR 2016.

- Your parent(s) must submit an IRS Verification of Nonfiling letter. The letter provides confirmation that the IRS has no record of your parent(s) filing a tax return for the year requested. A Verification of Nonfiling Letter can be obtained through [the IRS Web site](#) or by submitting [Form 4506-T](#) to the IRS. Failure to do so will delay your application for aid.

SECTION F- ROLLOVER INFORMATION

Please tell us if your parent(s) had a rollover of funds from an untaxed pension, IRA, or annuity plan.

- ☐ My parent(s) **DID NOT** rollover any untaxed pension, IRA, or annuity distributions into another qualified IRS, pension, or annuity plan. **Proceed to Section G.**
- ☐ My parent(s) **DID** rollover any untaxed pension, IRA, or annuity distributions into another qualified IRS, pension, or annuity plan. Please provide the amounts below:

\$ _____ Rollover from untaxed pension distribution

\$ _____ Rollover from untaxed IRA distribution

Continue to the Section G

SECTION G – STUDENT TAX FILING STATUS

Complete the section below that applies to your 2016 federal tax filing status

Check all that apply:

- ☐ **I filed a 2016 U.S. Federal Income Tax Return.** Attach a copy of your 2016 IRS Tax Return Transcript, along with all W2 forms. A **2016 IRS Tax Return Transcript** may be obtained through:
- Get Transcript by MAIL – Go to www.irs.gov, under the Tools heading, 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."
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 - Automated Telephone Request – 1-800-908-9946
 - Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T
- ☐ **I filed a non-U.S. Income tax return for 2016.**
- Attach a signed copy of your translated income tax return that was filed with the relevant tax authority. Complete the Supplemental Foreign Income Information sheet found at <http://financialaid.berkeley.edu/forms>.
- ☐ **I filed an amended IRS tax return for 2016.** An individual who filed an amended IRS income tax return for tax year 2016 must provide:
- A 2016 IRS tax return transcript (that will only include information from the original tax return and does not have to be signed); **and**
 - A signed copy of the 2016 IRS Form 1040X, "Amended U.S. Individual Income Tax Return", that was filed with the IRS; **and**
 - Copies of all 2016 W2 wage statements, if applicable.
- ☐ **I was a victim of IRS tax-related identity theft.** An individual who was a victim of IRS tax-related identity theft must provide:
- A Tax Return Data Base View (TRDBV) transcript obtained from the IRS, or any other IRS tax transcript(s) that includes all of the income and tax information required to be verified; **and**
 - A statement signed and dated by the tax filer indicating that he or she was a victim of IRS tax-related identity theft and that the IRS is aware of the tax-related identity theft; **and**
 - Copies of all 2016 W2 wage statements, if applicable.
- ☐ **I did not file a 2016 U.S. Federal Income Tax Return and are not required to file.** If you are **not required to file a 2016 federal tax return**, check the appropriate box below and provide required documentation.
- ☐ I was not employed and had no income earned from work in 2016, **OR**
- ☐ I was employed in 2016 but was not required to file. List below the names of all employers and the amount earned from each employer. Attach copies of all 2016 IRS W-2 forms issued you by the employer(s). List all employers even if you were not issued a W-2 form.

Employer Name (print)	2016 Amount Earned	Was an IRS W-2 Issued?
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

Continue to Section H

SECTION H - CERTIFICATION

To avoid delays, use the checklist below before submitting your documents. If your form is not completed properly, or documentation is missing, this will cause processing delays.

- ☐ Did you complete the Verification form in black ink and answer all questions?
- ☐ **Blanks will cause your form to be considered incomplete, and it will not be processed.** Use N/A or zero if there is no value to report.
- ☐ Did you attach copies of both the parent(s) and student's 2016 **Tax Return transcripts**? A **2016 IRS Tax Return Transcript** may be obtained through:
- ☐ Get Transcript by MAIL – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript"
 - ☐ Get Transcript ONLINE – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript"
 - ☐ Automated Telephone Request – 1-800-908-9946
 - ☐ Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T

The image shows three sample tax documents side-by-side. The first document is a '1040 U.S. INDIVIDUAL INCOME TAX RETURN' with a large red 'X' over it. The second document is an 'ACCOUNT TRANSCRIPT' from the Internal Revenue Service, also with a large red 'X' over it. The third document is a 'TAX RETURN TRANSCRIPT' from the Internal Revenue Service, with a large green checkmark over it. A diagonal watermark reading 'TAX RETURN TRANSCRIPT' is visible across the right side of the image.

- ☐ Did you submit ALL copies of W2 wage forms?
- ☐ Did you keep a copy of everything you submitted for your records?
- ☐ Follow-up documentation may be required to complete the review. Please include parent contact information below.

The student and one parent must sign and date this form with an original signature. Typed signatures are not acceptable. Each person signing this form certifies that all of the information reported is complete and accurate, and acknowledges that additional documentation may be required. **Warning: Purposely providing false or misleading information on this form may result in a fine, jail sentence or both.**

Parent Signature

Date

Parent E-mail Address (print)

Parent Phone

Parent Street Address (print)

City, State, Zip

Student Signature

Date