



Office of Financial Aid and Veteran Services  
 2400 W. Bradley Avenue, U-286  
 Champaign, IL 61821-1899  
 E-mail: [finaid@parkland.edu](mailto:finaid@parkland.edu)  
 Telephone: 217-351-2222  
 Fax: 217-373-3807

2018-2019  
 Verification Worksheet  
**V5 - Independent Student**

**Forms can be submitted by mail, fax (217/373-3807), or delivered in person.  
 To ensure your privacy, Do NOT submit forms through email.**

\_\_\_\_\_  
 Name

\_\_\_\_\_  
 Student's ID Number

**A. Family Information**

List the people in your household. Include:

- Yourself and your spouse (if married)
- Your children if they will live with you or if you will provide more than half of their financial support and will continue to provide more than half of their financial support from July 1, 2017 through June 30, 2019.
- Other people if they now live with you and you will provide more than half of their financial support and will continue to provide more than half of their financial support through June 30, 2019.
- List the college for anyone in the household who will be enrolled at least half time in a degree or certificate program anytime between July 1, 2017 and June 30, 2019.

Full Name	Age	Relationship	College	Will be enrolled at least <b>half</b> time	
				YES	NO
		<i>Self</i>	<i>Parkland College</i>	YES	NO
				YES	NO
				YES	NO
				YES	NO
				YES	NO
				YES	NO
				YES	NO

**B. Income to Be Verified**

IRS instructions can be found at  
[www.parkland.edu/IRSdataRetrieval](http://www.parkland.edu/IRSdataRetrieval)  
 Link to IRS at  
[www.irs.gov/individuals/get-transcript](http://www.irs.gov/individuals/get-transcript)

**TAX FILERS:**

- I used the IRS Data Retrieval Tool on the FAFSA.
- I am attaching an IRS tax return transcript for 2016.

**NOTE: If you were recently married and filed separate returns, you will need to submit a copy of both you and your spouse's 2016 tax return transcripts.**

**NON TAX FILERS:**

- I was employed in 2016 and have attached copies of all my (and my spouse's if applicable) 2016 W-2 forms and verification of non-filing letter(s) from the IRS.
- I was not employed (and or my spouse was not employed), had no income earned from work in 2016 and have attached verification of non-filing letter(s) from the IRS.

**Non-Filers MUST submit a 2016 IRS Non-Filer Statement.**

To obtain a 2016 IRS Non-Filer Statement, either call 1-800-908-9946 or go to <http://www.irs.gov/pub/irs-pdf/f4506t.pdf> and fill out a Form 4506-T Request for Transcript of Tax Return (make sure to check 7 - Verification of Nonfiling) and mail to the address provided on the form

**Please write an explanation below on how you supported the family in 2016.**

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**C. High School Completion Status**

Provide one of the following documents that indicate your high school completion status:

- A copy of your high school diploma
- A copy of the student's final official high school transcript
- A copy of your General Educational Development (GED) certificate or GED transcript
- 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 you are unable to obtain the documentation listed above, please contact the Financial Aid Office.

**D. Individuals with Unusual Circumstances**

**Individuals Who Filed an Amended IRS Tax Return**

An individual who filed an amended IRS income tax return for tax year 2016 must provide: A 2016 IRS Tax Return Transcript **and** a 2016 IRS Tax Account Transcript.

**E. Identity and Statement of Educational Purpose**

The student must appear in person at Parkland 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 by the institution with the date it was received and reviewed 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 English or Spanish Statement:

If the student is unable to appear in person at Parkland 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 Parkland College for 2018-2019.

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

**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 Parkland College para 2018–2019.  
[Imprimir Nombre de Institución Educativa Postsecundaria]

\_\_\_\_\_  
[Firma del Estudiante] [la Fecha]

**Notary’s Certificate of Acknowledgement**

State of Illinois  
City/County of \_\_\_\_\_

On \_\_\_\_\_ (Date), before me, \_\_\_\_\_ (Notary’s name), personally

appeared, \_\_\_\_\_ (Printed name of signer), and proved to me on basis of

satisfactory evidence of identification \_\_\_\_\_ (Type of government-issued photo ID)  
to be the above-named person who signed the foregoing instrument.

**WITNESS my hand and official seal**

\_\_\_\_\_  
(Notary signature) (Date)

## F. Illinois Residency Verification

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The Illinois Student Assistance Commission (ISAC) requires independent students to verify Illinois residency.

“RESIDENTS OF ILLINOIS” is defined as: “An independent student who resides in Illinois (at the time of application), and has so resided for a period of twelve continuous months immediately prior to **September 1, 2017**.”

You must submit a copy of **one** of the acceptable documents listed below with a date of issuance between **September 1, 2016 and September 1, 2017**.

<p><b>Acceptable Documents:</b></p> <ul style="list-style-type: none"><li>▪ Illinois auto registration</li><li>▪ Residential lease signed by you and your landlord</li><li>▪ Illinois driver’s license <b>or</b> Illinois State Issued ID</li><li>▪ Utility or rent bills in your name</li><li>▪ Statement of benefit history from Illinois Department of Public Aid</li></ul>	<p><input type="checkbox"/> I have not lived in Illinois for one year</p> <p><input type="checkbox"/> I did live in Illinois during this period; however I am unable to provide supporting documentation. I understand that checking this box will render me ineligible to receive the Illinois MAP Grant.</p>
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## G. Certification and Signature

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I certify that all of the information reported on this worksheet 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.**

\_\_\_\_\_  
Student’s Signature

\_\_\_\_\_  
Date

Important: You must return all original worksheets to Parkland College.