

Student's name _____

SSN: _____

D. Child Support Paid

Additional Information to Verify—Did you or your parents (if you are dependent) pay child support in 2015? **Must not leave blank (enter N/A if not**

Name of person who paid child support (must be listed in household)	Name of person whom child support was paid to	Name of child whom support was paid	Amount of child support paid in 2015

E. Untaxed Income

Both tax filers and non-tax filers must list any untaxed income received in 2015. Be sure to enter zeros if no funds were received. Failure to complete this section will delay the processing of your financial aid.

Student and/or Spouse	Parents (including step-parent)
Payments to tax-deferred pensions and savings plans (paid directly or withheld from earnings) including but not limited to, amounts reported on W-2 Form Box 12a-12d codes D, E, F, G, H, and S.	
IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh, and other qualified plans from IRS Form 1040 – line 28 + line 32 or 1040A – line 17	
Tax exempt interest income from IRS Form 1040 – line 8b or 1040A – line 8b.	
Untaxed portions of IRA distributions from IRS Form 1040 – line (15a minus 15b) or 1040A – lines (12a minus 12b). Exclude rollovers. If negative, enter a zero here. If entering a figure, please include a copy of the 1099R.	

F. Frequently Asked Questions

1. **Q. Why must I request a tax transcript?**

A. If you or your parent did not use the IRS Data Retrieval Tool when you complete the FAFSA and were selected for verification, you will be required to provide Webber International University with an official tax transcript that you must request and receive directly from the Internal Revenue Service (IRS). It is strongly recommended that the applicant use the IRS Data Retrieval Tool located on the FAFSA application when first completing the FAFSA.

2. **Q. How do I get a tax transcript from the IRS?**

A. **The quickest way to request a tax return transcript, is to go to <http://www.irs.gov/Individuals/Get-Transcript>. With this method, you can access your documents in minutes.** If you are unable to use this tool, you can call IRS at 1-800-908-9946, visit a local IRS Office or go to the IRS web page: www.irs.gov and "Order a Transcript". If you order by phone, mail, or online, the request could take up to 10 business days. Please note that if you filed your federal tax return online, it may take up to three weeks from the time that you filed before your tax transcript is available. If you filed a paper tax return (through the mail), please allow six to eight weeks after filing before the tax transcript is available.

3. **Q. Where should I have the transcript sent?**

A. Tax transcripts will be sent to the home address listed on your tax return if you order your transcript online. Once it arrives at your home, you can fax, email, mail or bring it in physically if you would like.

Fax: (863) 638-1513

Email: Financialaid@webber.edu

Mail: 1201 N. Scenic Hwy
Babson Park, FL 33843
Attention: Financial Aid

4. **Q. What if my address has changed since I filed my tax return?**

A. The IRS cannot process your request online if you need transcripts mailed to an address other than the one they have on file for you. You may call 1-800-908-9946 for assistance, or complete and mail Form 4506-T to the IRS. Please note that this may take up to 30 days for processing.

5. **Q. What if I filed an amended tax return?**

A. Signed copies of both the original tax return and the IRS Form 1040X that were filed with the IRS must be submitted to WIU with the verification worksheet when filing an amended tax return.

6. **Q. What if I am a victim of Identity Theft?**

A. When the IRS determines that a tax filer has been, or likely was, a victim of identity theft, it will **NOT** allow that tax filer to obtain tax information through the use of the IRS DRT or to receive an IRS Tax Return Transcript until the matter has been resolved by the IRS. Therefore, in instances when the tax filer has been the victim of identity theft, the institution may accept, for verification purposes, a signed copy of the paper IRS income tax return that was filed with the IRS along with a signed copy of an IRS Form 14039 "Identity Theft Affidavit."

7. **Q. What if I did not use the IRS Data Retrieval Tool, can I go back and change it on the FAFSA?**

A. You can go back to your FAFSA to try the IRS Data Retrieval Tool; however, there are certain circumstances where you may not be eligible for this tool. You may go to the FAFSA application to find these requirements.

G. Certification Statement

By signing below, both student and parent(s) acknowledge and confirm that the above is complete and correct. If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both. If parent's(s) income is included in this form, at least one parent must sign.

Student's name: _____ Signature: _____ Date: _____

Parent's name: _____ Signature: _____ Date: _____

If both parents are non-tax filers, then you are required to have both parents sign this document.

Parent's name: _____ Signature: _____ Date: _____