



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

2019-2020  
**Verification Worksheet**  
**V5 - Dependent 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. Dependent Student's Family Information**

**Number of Household Members:** List below the people in the parents' household. Include:

- The student.
- The parent(s) (including a stepparent) even if the student does not live with the parents.
- The parent(s) other children if the parent(s) will provide more than half of the children's support from July 1, 2019 through June 30, 2020 or if the other children would be required to provide parental information if they were completing an FAFSA for 2019-2020. Include children who meet either of these standards, even if a child does not live with the parent(s).
- Other people if they now live with the parents and the parents provide more than half of the other person's support through June 30, 2020.

**Number in College:** How many people in your parents' household will be college students between July 1, 2019 and June 30, 2020?

Always count yourself as a college student. Do not include your parents. Do not include siblings who are in U.S. military service academies. You may include others only if they will attend, at least half-time in 2019-2020, a program that leads to a college degree or certificate.

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
		<i>Parent/Step-Parent 1</i>		YES	NO
		<i>Parent/Step-Parent 2</i>		YES	NO
				YES	NO
				YES	NO
				YES	NO

**B. 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 2017 must provide: A 2017 IRS Tax Return Transcript **and** a 2017 IRS Tax Account Transcript.

### C. Income to Be Verified

IRS Data Retrieval instructions can be found under Misc. Forms at:  
[www.parkland.edu/FinancialAidForms](http://www.parkland.edu/FinancialAidForms)  
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 2017.
- My Parent(s) used the IRS Data Retrieval Tool on the FAFSA.
- My Parent(s) attached an IRS tax return transcript for 2017.

**NOTE: If you were recently married and filed separate returns, you will need to submit a copy of both you and your spouse's 2017 tax return transcripts.**

#### **NON TAX FILERS:**

- I was employed in 2017 and have attached copies of all my 2017 W-2 forms.
- I was not employed and had no income earned in 2017
- My Parent(s) were employed in 2017 and have attached copies of all their 2017 W-2 forms and verification of non-filing letter from the IRS.
- My Parent(s) were not employed, had no income earned from work in 2017 and have attached verification of non-filing letter from the IRS.

#### **Non-Filers MUST submit a 2017 IRS Non-Filer Statement.**

To obtain a 2017 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

**If your parent(s) did not file taxes in 2017 please have them write an explanation below on how they supported the family in 2017.**

---

---

---

## **D. 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, completions 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.

## **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 \_\_\_\_\_ 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 2019-2020.

\_\_\_\_\_  
(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 2019-2020.  
[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. Certification and Signatures**

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

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent must sign.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

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

*Parkland College ensures equal educational opportunities are offered to all students regardless of race, color, national origin, gender, disability, sexual orientation, veteran/Vietnam veteran era, age, or religion, and is Section 504/ADA compliant. For additional information or accommodations call 217-351-2505.*