

Your 2017-2018 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

**A. Student Information (Please print clearly)**

<i>Last Name</i>	<i>First Name</i>	<i>M.I.</i>	<i>ACC Student ID or Social Security Number</i>
<i>Address (include apt. #)</i>			<i>Date of Birth</i>
<i>City</i>	<i>State</i>	<i>Zip Code</i>	<i>Phone Number (include area code)</i>

**B. Family Information**

List the people in your parents' household, and include:

- Yourself, the student.
- Your parent(s) listed on the FAFSA (including stepparent), even if the student does not live with the parent(s).
- Your parents' other children if (a) the parent(s) will provide more than half of their support from July 1, 2017 through June 30, 2018 or (b) if the children would be required to provide parental information if they were completing a FAFSA for 2017-2018. Include children who meet either (a) or (b) above even if they don't live with the parent(s).
- Other people if they now live with the parent(s), and the parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2018.

Write the names, ages and relationship of ALL household members in the space(s) below.

In the last column, write in the full name of the college for any listed household member who will be attending college at least half-time between July 1, 2017 through June 30, 2018 and will be enrolled in a degree or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	List College, if attending between 7/1/17 & 6/30/18
<i>Example: Martha Jones</i>	<i>18</i>	<i>Sister</i>	<i>City University</i>
		Self	Alpena Community College

**C. Parent(s)' 2015 Income Information. Be sure to include your name and ACC ID on each form submitted.**

Please check the appropriate box below.

- IRS Data Retrieval was/will be used to provide tax information on the FAFSA. If the IRS retrieved data is subsequently changed, I will provide an IRS Tax Return Transcript. See enclosed IRS Tax Return Transcript Request Method 1 if you have not yet transferred your taxes. **(If you check this box, skip to section D)**
- An IRS Tax Return Transcript will be submitted. Married parents who file separate tax returns must provide a transcript for each filer. See enclosed IRS Tax Return Transcript Request Method 2. **(If you checked this box, skip to section D)**
- I (and/or my spouse) certify that we did not file, and I/we were not required to file a 2015 Federal Income Tax Return. **You are required to provide copies of all 2015 W-2 forms for all sources of earned income and submit a copy of the non-filing letter from the IRS (see enclosed IRS Tax Return Transcript Request Method 3). If you can't provide a W-2 form for a source explain why you can't.** List below all sources of income and amount received in 2015; if you had no income in 2015, write the word "NONE" under source of income.

Source of Income/Employer's Name	Name of person who earned income	2015 Amount Earned	W-2 included	
			YES	NO (explain)
		\$		
		\$		
		\$		
		\$		

**D. Student's 2015 Income Information**

Please check the appropriate box below.

- IRS Data Retrieval was/will be used to provide tax information on the FAFSA. If the IRS retrieved data is subsequently changed, I will provide an IRS Tax Return Transcript. See enclosed IRS Tax Return Transcript Request Method 1 if you have not yet transferred your taxes. **(If you check this box, skip to section E)**
- An IRS Tax Return Transcript will be submitted. Married parents who file separate tax returns must provide a transcript for each filer. See enclosed IRS Tax Return Transcript Request Method 2. **(If you checked this box, skip to section E)**
- I (and/or my spouse) certify that we did not file, and I/we were not required to file a 2015 Federal Income Tax Return. **You are required to provide copies of all 2015 W-2 forms for all sources of earned income and submit a copy of the non-filing letter from the IRS (see enclosed IRS Tax Return Transcript Request Method 3). If you can't provide a W-2 form for a source explain why you can't.** List below all sources of income and amount received in 2015; if you had no income in 2015, write the word "NONE" under source of income.

Source of Income/Employer's Name	2015 Amount Earned	W-2 included	
		YES	NO (explain)
	\$		
	\$		
	\$		
	\$		

**E. Certification and Signature**

Each person signing below certifies that all of the information reported is complete and correct. WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.

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

Date \_\_\_\_\_

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

Date \_\_\_\_\_

RETURN TO ACC FINANCIAL AID OFFICE, 665 JOHNSON STREET, ALPENA, MI 49707 OR FAX# 989-358-7541.  
FOR INFORMATION, CALL 989-358-7286.