



**Financial Aid Office**  
 2019-2020 Verification Worksheet  
 Independent Student (IV5A)

Name \_\_\_\_\_ BHC ID \_\_\_\_\_

**A. List below the people in your household:**

- Include **yourself**,
- Include **your spouse**, if you are married.
- Include your **children or your spouse’s children** if you or your spouse will provide more than half of their support between July 1, 2019 and June 30, 2020, even if the children do not live with you.
- Include **other dependents** if they now live with you and you or your spouse will continue to provide more than half of their support through June 30, 2020.

Add the name of the college for any household member who will be enrolled at least half time (6 credit hours per term) in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2019 and June 30, 2020, and include the name of the college.

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

**B. STUDENT Income to be Verified**

Please check one of the following and submit the required documentation. **NOTE: If you are married, 2017 income information is required from both you and your spouse.**

- I **did file** a 2017 federal tax return and used the IRS Data Retrieval Tool on the FAFSA to provide income information. *Date used:* \_\_\_\_\_
- I **did file** a 2017 federal tax return and have attached one of the following:
- A **signed** copy of my 2017 Federal 1040 tax form submitted to the IRS, or
  - A 2017 IRS Tax Return Transcript\*

- I **did not file** a 2017 federal tax return, but I was employed in 2017 and have attached copies of **all** 2017 W-2 and 1099 forms **and** a Verification of Non-Filing letter\* from the IRS.
- I **did not file** a 2017 federal tax return because I was not employed and had no income earned from work in 2017. I have attached a Verification of Non-Filing letter\* from the IRS.

### **C. SPOUSE Income to be Verified (if applicable)**

Please check one of the following and submit the required documentation.

- I (the student) am not currently married.
- My spouse **did file** a 2017 federal tax return – his/her income information was included when I used the IRS Data Retrieval Tool on the FAFSA.
- My spouse **did file** a 2017 federal tax return and has attached **one** of the following:
- A **signed** copy of his/her 2017 Federal 1040 tax form submitted to the IRS, or
  - A 2017 IRS Tax Return Transcript\*
- My spouse **did not file** a 2017 federal tax return, but was employed in 2017 and has attached copies of **all** 2017 W-2 and 1099 forms **and** a Verification of Non-Filing letter\* from the IRS.
- My spouse **did not file** a 2017 federal tax return because he/she was not employed and had no income earned from work in 2017. My spouse has attached a Verification of Non-Filing letter\* from the IRS.

\* To request a Tax Return Transcript or Verification of Non-Filing letter from the IRS, visit:

[www.irs.gov/get-transcript](http://www.irs.gov/get-transcript)

Additional instructions can be found at:

[www.bhc.edu/financial-aid-forms](http://www.bhc.edu/financial-aid-forms)

### **D. High School Completion Status**

Provide one of the following documents that indicate your high school completion status when you begin college during the 2019-20 school year:

- For students with a high school diploma:
  - A copy of your high school diploma.
- For students with an equivalent of a high school diploma:
  - A copy of your General Educational Development (GED) certificate or GED transcript, or other State-authorized examination recognized as the equivalent of a high school diploma.
- For students who were homeschooled:
  - A secondary school completion credential for homeschooling, or

- If you were homeschooled in a State where State law does not require a homeschooling credential, submit a transcript, or the equivalent, signed by your parent or guardian, that lists the secondary school courses completed and includes a statement that you successfully completed a secondary school education in a homeschool setting.

If you are unable to obtain the documentation listed above, please contact the Financial Aid Office for further instruction.

### **E. Identity Statement of Education Purpose**

**You must appear in person at Black Hawk College to verify your identity** by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver’s license, other state-issued ID, or passport. Black Hawk College will maintain a copy of your 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 receive and review the your ID.

In addition, you must sign, **in the presence of the institutional official**, the Statement of Educational Purpose provided below.

#### **Statement of Educational Purpose**

I certify that I \_\_\_\_\_ am the individual signing this Statement of  
(Print Student’s Name)

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 Black Hawk College for 2019-2020.

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

\_\_\_\_\_  
 (Financial Aid Advisor) (Date)

If you are unable to complete this requirement in person, please contact the Financial Aid Office for further instruction.

### **F. Certification and Signature**

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

By signing below, you certify that all of the information reported is complete and correct.

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