2016-2017 Independent Verification Worksheet Instructions

(Do Not Submit unless you have completed ALL three steps below)

1. You must complete the attached Independent Verification Worksheet
   - All questions must be answered
   - Worksheet must be signed and dated

2. Submit Proof of Illinois Residency
   For undergraduates who are Illinois residents, submit one of the following showing proof you resided in Illinois 12 continuous full months prior to 8/22/2016:
   - Valid Driver’s License if issued prior to 8/24/2015
   - Residential lease with your name – Occupancy prior to 8/24/2015
   - Copies of 2014 and 2015 tax returns

3. Provide Tax Information for Yourself using A or B

   A. IRS Data Retrieval Tool for FAFSA
      Available beginning 2-3 weeks after electronically filing 2015 Federal Tax Return.
      Certain exclusions apply and if you are unable to use, please see option B.
      1. Log onto www.fafsa.gov
      2. Select “Make FAFSA Correction”
      3. Select Financial Information Tab
      4. Answer first two questions accordingly
      5. If the icon appears answer the next three questions – Proceed to Step 8
      6. If the icon does not appear
         You will need to order 2015 IRS Tax Return Transcript(s), see option B.
      7. If all answers are “No” you should see
      8. Enter appropriate FSA ID/password then press
      9. Press “OK”
      10. Exactly as reported on the tax form enter: address, city, state, and zip code
      11. Then check “Transfer My Tax Information into the FAFSA”
      12. Click “Transfer Now” button
      13. Proceed to the end of FAFSA application then submit
      14. Make sure the confirmation page appears after clicking the submit button

   B. Contact IRS to Request 2015 IRS Tax Return Transcripts using one of the following:
      (All 2015 W-2 and 1099 forms are also required when submitting a Tax Return Transcript)
      1. Call 1-800-908-9946
      3. Complete and submit form 4506T-EZ to the IRS

Important: Steps 1-3 must be submitted at the same time.
Make sure to include your UIN on all documents submitted. Failure to submit all the documents as per the instructions will delay processing your file and may result in less financial assistance being available.
2016-2017 Independent Verification Worksheet

Section A – Student Information (Please print clearly)

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>M.I.</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Street Address</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Section B – Family Information (Please read instructions below before completing)

Please list the people in your household, including:
- yourself, and your spouse (if married),
- your children, if you will provide more than half of their support between **July 1, 2016 and June 30, 2017**, and
- other people if they now live with you, and you provide more than half of their support and will continue to provide more than half of their support between **July 1, 2016 and June 30, 2017**.

Write the names of all household members in the space(s) below. If you need more space, attach a separate sheet. Also, write in the name of the college for any household member listed, who will be attending college at least half-time between **July 1, 2016 and June 30, 2017**, in a program that leads to a college degree or certificate.

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Age</th>
<th>Relationship</th>
<th>College</th>
<th>Expected Graduation (Month and Year)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Self</td>
<td>UIC</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Section C – Student and Spouse Income Information

1. As per the instructions, you have two options in which to provide your official federal tax information for 2015. You only need to provide the tax information via one of the methods indicated. Please check below the method in which you are providing this information to the Office of Student Financial Aid.

   □ Completed FAFSA IRS Data Retrieval
   □ Official IRS Tax Return Transcript – Attached

2. For those people who are not required to file a 2015 federal income tax return per the IRS regulations, please indicate so below. Check the appropriate individual(s) who did not file and submit W-2 and 1099-Misc. forms or other earning/benefit statements for 2015. In lieu of such forms being received you must submit a signed statement detailing the employer and amount of money earned in 2015.

   □ You
   □ Your Spouse

ENTER YOUR 9-DIGIT UIN

1617 INVR-O N
Section C – Student and Spouse Income Information – (Continued)

3. In 2014 or 2015, did you, or anyone in your household (those listed in Section B of this form) receive benefits from the Supplemental Nutrition Assistance Program (SNAP)? Please indicate the correct answer below.

[ ] Yes [ ] No

4. Looking at those individuals listed in Section B of this form, did you or your spouse (if married) PAY child support because of divorce or separation or as a result of a legal requirement in 2015? Please indicate correct answer below. If you indicated “YES”, you will also need to submit a signed statement by the applicant and spouse (if paid the child support) certifying the following: 1) The amount of child support paid (1/1/2015 through 12/31/2015), 2) The name of the person to whom child support was paid, and 3) The name of the children for whom child support was paid.

[ ] Yes [ ] No

5. List any untaxed income received in 2015 (list yearly amount, not monthly amounts). Please complete chart below:

Calendar Year 2015 (January 1, 2015 - December 31, 2015)
Be sure to enter zero (0) if no funds were received

<table>
<thead>
<tr>
<th>Student</th>
<th>Spouse</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on the W-2 forms in Boxes 12a through 12d, codes D, E, F, G, H and S. Don't include amounts reported in code DD.</td>
<td>$</td>
</tr>
<tr>
<td>Child support RECEIVED for any of your children. Don't include foster care or adoption payments.</td>
<td>$</td>
</tr>
<tr>
<td>Housing, food, and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits). Don't include the value of on-base military housing or the value of a basic military allowance for housing.</td>
<td>$</td>
</tr>
<tr>
<td>Veteran’s non-education benefits, such as Disability, Death Pension, or Dependency &amp; Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.</td>
<td>$</td>
</tr>
<tr>
<td>Other untaxed income such as workers’ compensation, disability, health savings accounts, etc. Don't include extended foster care benefits, student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, on-base military housing or a military housing allowance, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.</td>
<td>$</td>
</tr>
<tr>
<td>Other money received, or paid on your behalf, not reported elsewhere on this form or your federal income tax return. For example, a friend or relative is helping pay your bills.</td>
<td>$</td>
</tr>
</tbody>
</table>

Section D – Student and Spouse Signatures

By signing this worksheet, I/we certify that all the information reported on this worksheet is correct to the best of our knowledge. If the UIC Office of Student Financial Aid notices a discrepancy, I/we understand corrections to my FAFSA will be submitted directly to the U.S. Department of Education. Additionally, I/we understand that any such corrections may also warrant an adjustment to any financial aid that has already been offered for the 2016-17 academic year.

<table>
<thead>
<tr>
<th>Student Signature</th>
<th>Date</th>
<th>Spouse Signature (if married)</th>
<th>Date</th>
</tr>
</thead>
</table>

IMPORTANT: To avoid a delay in processing, please review to make sure that every question has been answered and that you have provided all additional documents per the instructions. Submit all documents at the same time!