Per regulations established by the U.S. Department of Education, your FAFSA has been selected for verification—a process in which specific details entered on the FAFSA are verified by the Fresno Pacific University Financial Aid Office to ensure accuracy.

### A. Student Information

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>M.I.</th>
<th>Student ID #</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Street Address</th>
<th>Social Security Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

### B. Household

List below any individuals for whom the student’s parent(s) will provide more than half of their financial support from July 1, 2015 through June 30, 2016. If a factor is not relevant (e.g. an individual does not attend college), enter “n/a” or “-” (dash) in the space provided.

Be sure to include: the student (yourself); the student’s parents, including a stepparent, even if the student does not reside with the parents; and children or other individuals for whom the parents will provide more than half of their financial support, even if they do not live with the parents.

<table>
<thead>
<tr>
<th>Full Legal Name</th>
<th>Age</th>
<th>Relationship</th>
<th>College, If Enrolled</th>
<th>Enrolled At Least Half-Time (Yes or No)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Self</td>
<td>FPU</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If additional space is needed, provide a separate page with the student’s name, ID number, and above criteria.

Fresno Pacific University may require additional documentation if there is reason to believe the information provided above is inaccurate.

### C. Student Income

The following instructions apply to the student whose information is provided in Section A.

a. **Tax Return Filers**

Complete this section if the student filed or will file a 2014 IRS income tax return.

Select only one of the following:

- The student has used the IRS Data Retrieval Tool on www.fafsa.gov to transfer 2014 IRS income tax information into his or her FAFSA. **Recommended.**

- The student has not yet used the IRS Data Retrieval Tool on www.fafsa.gov, but plans to use the tool to transfer 2014 IRS income tax information into his or her FAFSA once the 2014 IRS income tax return has been filed.

- The student is unable or chooses not to use the IRS Data Retrieval Tool on www.fafsa.gov, and instead will provide the university with a **2014 IRS Tax Return Transcript**, available at www.irs.gov or 1-800-908-9946. Also, select one of the following:
  - The 2014 Tax Return Transcript is attached to this worksheet.
  - The 2014 Tax Return Transcript is not attached, but will be provided later.
b. **Non-Tax Return Filers**
Complete this section if the student will not and is not required to file a 2014 IRS income tax return.

Select only one of the following:
- The student was not employed at any time during 2014, and thus had no income earned from work.
- The student was employed in 2014, but did not and was not required to file an IRS income tax return. To determine whether the student was required to file for the 2014 tax year, visit www.irs.gov/filing. List below the amount earned from each employer in 2014, and whether an IRS W-2 form is provided (the employer must be listed even if they did not provide an IRS W-2 form). If the employer provided a W-2, a copy of each W-2 must be provided to the university.

<table>
<thead>
<tr>
<th>Employer</th>
<th>Amount Earned</th>
<th>IRS W-2 Provided (Yes or No)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Fresno Pacific University</td>
<td>$1,717.00</td>
<td>Yes</td>
</tr>
</tbody>
</table>

*If additional space is needed, provide a separate page with the student’s name, ID number, and above criteria.*

Fresno Pacific University may require additional documentation if there is reason to believe the information provided is inaccurate.

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D. **Parent Income**

The following instructions apply to each of the parent(s) of the student, as listed in Section B. If the parent(s) filed separate IRS income tax returns for 2014 or had a change in marital status after the end of the 2014 tax year, contact the Student Financial Services Office.

a. **Tax Return Filers**
Complete this section if the parent(s) filed or will file a 2014 IRS income tax return.

Select only one of the following:
- The parent or parents have used the IRS Data Retrieval Tool on www.fafsa.gov to transfer 2014 IRS income tax information into the student’s FAFSA. **Recommended.**
- The parent or parents have not yet used the IRS Data Retrieval Tool on www.fafsa.gov, but plan to use the tool to transfer 2014 IRS income tax information into the student’s FAFSA once the 2014 IRS income tax return has been filed.
- The parent or parents are unable or choose not to use the IRS Data Retrieval Tool on www.fafsa.gov, and instead will provide the university with a **2014 IRS Tax Return Transcript(s)** for each parent listed in Section B, available at www.irs.gov or 1-800-908-9946. Also, select one of the following:
  - The 2014 Tax Return Transcript(s) is attached to this worksheet.
  - The 2014 Tax Return Transcript(s) is not attached, but will be provided later.

b. **Non-Tax Return Filers**
Complete this section if the parent(s) will not and is not required to file a 2014 IRS income tax return(s).

Select only one of the following:
- None of the parents listed in Section B were employed at any time during 2014, and thus had no income earned from work.
- The parent or parents were employed in 2014, but did not and were not required to file an IRS income tax return(s). To determine whether the parent(s) was required to file for the 2014 tax year, visit www.irs.gov/filing. List below the amount earned from each employer in 2014, and whether an IRS W-2 form is provided (the employer must be listed even if they did not provide an IRS W-2 form). If the employer provided a W-2, a copy of each W-2 must be provided to the university.

<table>
<thead>
<tr>
<th>Employer</th>
<th>Amount Earned</th>
<th>IRS W-2 Provided (Yes or No)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Fresno Pacific University</td>
<td>$1,717.00</td>
<td>Yes</td>
</tr>
</tbody>
</table>

*If additional space is needed, provide a separate page with the student’s name, ID number, and above criteria.*

Fresno Pacific University may require additional documentation if there is reason to believe the information provided is inaccurate.
c. **Supplemental Nutrition Assistance Program (SNAP)**

Complete this section if any individual listed in Section B received benefits from the Supplemental Nutrition Assistance Program (SNAP) during 2013 or 2014.

☐ Yes, one or more of the people listed in Section B received SNAP benefits as described above. If asked, I agree to provide documentation from the issuing agency regarding receipt of SNAP benefits during this time.

d. **Child Support Paid**

Complete this section if one or more parents (as listed in Section B) paid child support in 2014.

If the parent(s) listed in Section B paid child support, list the requested information for each child during 2014.

<table>
<thead>
<tr>
<th>Payer Name</th>
<th>Recipient Name</th>
<th>Child’s Name</th>
<th>Amount Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Jane Smith</td>
<td>John Smith</td>
<td>Sunny Smith</td>
<td>$2,041.00</td>
</tr>
</tbody>
</table>

If additional space is needed, provide a separate page with the student’s name, ID number, and above criteria.

Fresno Pacific University may require additional documentation if there is reason to believe the information provided is inaccurate.

E. **Education**

The following instructions apply only to the student listed in Section A.

a. **High School Completion**

Provide only one of the following documents to indicate the student has completed high school or the equivalent as of the date the student will begin college in the 2015/2016 academic year. If the student is unable to obtain the documentation listed below, the student must contact Student Financial Services.

i. A copy of the student’s high school diploma.

ii. A copy of the student’s final official high school transcript showing the date the diploma was awarded.

iii. A copy of the student’s General Education Development (GED) certificate, an official GED transcript indicating the student passed the exam, or a state-authorized high school equivalent certificate.

iv. For students who completed secondary education in a foreign country, a copy of the *secondary school leaving certificate* or other similar document.

v. An academic transcript indicating the student successfully completed at least a two-year program acceptable for full credit toward a bachelor’s degree.

vi. For a homeschooled student from a state where state law requires the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.

vii. For a homeschooled student from a state where state law does not require the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by the student’s parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting.

b. **Identity and Statement of Educational Purpose**

This portion must be completed and signed at the Student Financial Services Office on the Main Fresno Campus. If the student is unable to appear in-person, the student must obtain a notarized Certificate of Acknowledgement prior to completing this document. Submitted copies of this document missing either the Student Financial Services official’s or notary’s information will not be accepted.

Complete only one of the following Statements of Educational Purpose.

i. **In-person at the Student Financial Services Office**

The student must appear in-person at the Student Financial Services Office on the Main Fresno Campus of Fresno Pacific University to verify his or her identity by presenting valid government-issued photo identification. Appearance before and completion of this document by university employees outside of the Student Financial Services Office—such as an admissions or academic advisor, program representative, or professor—will invalidate the authorization.

Acceptable verification may be, but is not limited to, a driver’s license, other state-issued identification, or passport. The institution will maintain a copy of the student’s photo identification 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 identification.

In addition, the student must sign, in the presence of the institutional official, the following statement.
### Statement of Educational Purpose

I certify that I, _____________________________________ (print student’s name) am the individual signing this 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 Fresno Pacific University for 2015-2016.

<table>
<thead>
<tr>
<th>Student’s Signature</th>
<th>Date</th>
</tr>
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<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Student’s ID Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

### Certification by Institutional Official

On this day, ________________ (date), before me, ___________________________________ (official’s name), personally appeared ___________________________________ (printed name of signer), and proved to me on basis of satisfactory evidence of identification ________________________________ (type of government-issued photo identification provided) to be the above-named person who signed the foregoing instrument.

<table>
<thead>
<tr>
<th>Institutional Official’s Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

**Student Financial Services Official:** Retain and attach to this document a copy of the student’s government-issued identification.

**ii. In the presence of a notary**

The student is unable to appear in-person at the Student Financial Services Office to verify his or her identity.

Therefore, the student will provide a copy of the valid government-issued photo identification that is acknowledged in the notary statement below, such as, but not limited to a driver’s license, other state-issued identification, or passport.

In addition, the student must sign, in the presence of a notary, the statement appearing on the following page.
Notary’s Certificate of Acknowledgement

State of __________________________________________
City/County of ______________________________________

On this day, ________________ (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 identification provided) to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal.

(seal)

Notary signature

Commission expiration date

F. Certifications and Signatures

We, the student and the parent whose information was reported on the FAFSA, certify that all of the information reported herein is complete and correct to the best of our knowledge. We understand that if we purposely provide false or misleading information, we may be fined, sentenced to jail, or both.

Typed signatures will not be accepted.

_________________________________________ Date
Student’s Signature

_________________________________________ Date
Parent’s Signature

Return completed form to Student Financial Services by:

Mail 1717 S. Chestnut Ave., Box #2004, Fresno, CA 93702-4709
Email sfs@fresno.edu
Fax 559.453.5595
In-Person Main Campus: McDonald Hall Atrium, or any Regional Center

Need Help?
Scan this code with the QR reader app on your smartphone or visit sfs.fresno.edu for more instructions and examples.