



Financial Aid Office
Beaufort County Community College
 5337 US Hwy 264 East, Washington, NC 27889
 252-940-6222

FORM 3

2018 – 2019 Verification of 2016 Income Information for Parent Tax Filers

Student Name: _____

Student ID#: _____

Important Note: The instructions below apply to each parent included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2016 or had a change in marital status after December 31, 2016.

Instructions: Complete this section if the parents filed or will file a 2016 IRS income tax return. *The best way to verify income is by using the **IRS Data Retrieval Tool (IRS DRT)** that is part of FAFSA on the Web at FAFSA.gov.* In most cases, no further documentation is needed to verify 2016 income information that was transferred into the student’s FAFSA using the IRS DRT if the FAFSA filer did not change that information.

Check the box that applies:

My Parent(s) have used the IRS DRT in *FAFSA on the Web* to transfer 2016 IRS income tax return information into the student’s FAFSA.

My parent(s) are unable or choose not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a **2016 IRS Tax Return Transcript(s)**.

A **2016 IRS Tax Return Transcript** may be obtained through the Internal Revenue Service:

- Go to www.irs.gov, Click “**Get Your Tax Record**”, and then click “**Get Transcript by Mail**” or “**Get Transcript On-line**”. Make sure to request the “**IRS Tax Return Transcript**” and **NOT** the “IRS Tax Account Transcript.”
- Visit the IRS regional office (2835 Charles Blvd., Greenville NC) **Note: You must make an appointment before visiting by calling 1-844-545-5640.**
- Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS’s receipt of the telephone request.
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T and mail to the address on the form.

If your parent(s) filed separate 2016 IRS income tax returns, the IRS DRT cannot be used and the **2016 IRS Tax Return Transcript(s)** must be provided for each.

____ Check here if a **2016 IRS Tax Return Transcript(s)** is provided.
 ____ Check here if a **2016 IRS Tax Return Transcript(s)** will be provided later.

WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both.

Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

 Print Student’s Name

 Phone Number

 Student’s Signature (Required)

 Date

 Parent’s Signature

 Date