

Instructions for what to include and what not to include:

Please read the “Do not Include” sections very carefully for any amount you are prepared to list under that category to ensure that you are not listing something that should not be listed. Be sure to only list the items that are being requested from the discrepancy. Do not fill out all line items unless requested

Payments to tax-deferred pension and retirements savings plan: Only list what is reported on the W-2 Form in Boxes 12a through 12d, codes D, E, F, G, H, and S. **Do not include** any amount listed under code DD or any other code.

Child support received: List all annual amounts in 2016 for all children. **Do not include** foster care or adoption, payments or any amount that was court-ordered but not actually paid.

Housing, food, and other living allowances paid to the military and clergy: Listed under Box 14 on W2’s. Only list from here if it says “Housing.” **Do not include** the value of on-base military housing or the value of basic military allowance for housing.

Veteran’s non-education benefits: List amounts for Disability, Death Pension, Dependency & Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances. **Do not include** federal veteran’s educational benefits such as the Montgomery GI Bill, Dependents Education Assistance Program, VEAP, and Post-9/11 GI Bill.

Other Untaxed Income: List amounts for Worker’s Compensation, Disability, Black Lung Benefits, Untaxed portions of Health Savings Account from IRS form 1040 Line 25, Railroad Retirement Benefits. **Do not include** student aid, Earned Income Credit, Additional Child Tax Credit, Temporary Assistance to Needy Families (TANF), untaxed Social Security Benefits, Supplemental Security Income (SSI), Workforce Innovation and Opportunity Act (WIOA), educational benefits, on-base military housing or a military housing allowance, combat pay, benefits from flexible spending arrangement (e.g. cafeteria plans), foreign income exclusion, or credit for federal tax on special fuels.

Money Received or paid on your behalf and not reported elsewhere on this form: List support from a parent whose information was not reported on your 2018-2019 FAFSA but **do not include** support from a parent whose information was reported on your 2018-2019 FAFSA. Amounts paid on the student’s behalf also include any distributions to the student from a 529 plan owned by someone other than the student or the students’ parents such as grandparents, aunts and uncles of the student.

Child Support Paid: List all annual amounts in 2016 for all children you paid child support to. **Do not include** amounts if you have listed the child in your household or if you have not actually paid the amounts as of today’s date.

Grant/Scholarship Aid: List amounts listed on the 2016 tax returns and included as part of the Adjusted Gross Income. **Do not list** if amounts not listed as a part of the Adjusted Gross Income on 2016 return.

2018-19 400/401 Code Dependent Student Verification Form

(this form is to be filled out by the parent(s) only)

Student's Name: _____ SSN: _____

Parent's Name: _____ SSN: _____

Your FAFSA has the 400/401 SAR comment code listed. This code addresses discrepancies in the income amounts you listed on your FAFSA. Please complete the fields below that are being requested to address this discrepancy from the Tracking Letter and or Outstanding Verification Report:

During the year 2016, I earned the following (please list all amounts in the space next to the line item in the line provided. **Use annual amounts only**):

Additional Financial Information

Child Support Paid: \$ _____

Need-Based Employment: \$ _____

Grant/Scholarship Aid: \$ _____

Combat Pay: \$ _____

Co-Op Earnings: \$ _____

Untaxed Income

Tax-Deferred Pension and Retirement Plans: \$ _____

Child Support Received: \$ _____

Housing Allowances: \$ _____

Veterans Non-Education Benefits: \$ _____

Other Untaxed Income: \$ _____

Money Paid on your Behalf: \$ _____

Parent Signature: _____

Date: _____