



California State University, Sacramento  
Financial Aid Office, Lassen Hall 1006  
6000 J Street, Sacramento, CA 95819-6044  
Phone: (916) 278-6554  
FAX: (916) 278-6082

Student Name: \_\_\_\_\_

Sac State ID#:

## STUDENT/SPOUSE INCOME VERIFICATION

The following information is required to continue processing your 2013-2014 financial aid application. In order to verify your 2012 income and wage information, **you must select from one of the following categories.**

### TAX FILERS: Check the box that applies

- ☐ **I have successfully used the IRS Data Retrieval Tool on the FAFSA.** No further documents are required at this time. We will receive your information through the IRS Data Retrieval process. Sign below and return this form to our office.
- ☐ **I /we have filed or will file a 2012 U.S. Federal Income Tax Return (1040, 1040A, 1040EZ).** Submit a Tax Return Transcript or utilize the IRS Data Retrieval functionality on the FAFSA at [www.fafsa.gov](http://www.fafsa.gov).
- ☐ **My/Our IRS filing status was Married Filing Separate.** (Submit **BOTH** you and your spouse's 2012 IRS Tax Return Transcripts).
- ☐ **My filing status was Married Filing Jointly; however I have since separated, divorced, or been widowed.** Submit your 2012 IRS Tax Return Transcript **AND** copies of all W2s, as they are required to determine your portion of earned income.
- ☐ **I have filed or will file a Tax Extension.** Submit form 4868, all W2s and a signed statement with estimated 2012 income and/or business income amount(s) (if applicable). Once you have filed your Federal Income Tax Return, you submit a copy of your IRS Tax Return Transcript OR use Data Retrieval Tool no later than November 5, 2013.
- ☐ **We have filed or will file a 2012 Foreign Tax Return.** Submit a signed and translated copy of your foreign tax return, which shows the 2012 Adjusted Gross Income (AGI) and Tax Paid.

### NON-TAX FILERS: Check the box that applies

- ☐ Neither student or student's spouse was employed and had no income earned from work in 2012. **Must provide source of income support below.**
- ☐ Student and/or spouse were employed in 2012 and I/we have provided all 2012 employer information as requested below. List every employer even if the employer did not issue an IRS W2 form. **Do not leave any fields blank.**

| Name of Employer      | Amount Earned | W-2 Attached |
|-----------------------|---------------|--------------|
| Suzy's Auto Body Shop | \$2,000.00    | Yes          |
|                       |               |              |
|                       |               |              |
|                       |               |              |

### Certification Statement

I hereby certify that all information on this form is true, complete, and accurate.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SIV  
13/14