

# 2013-2014 Student/Spouse Income Form



Go to [www.hagerstowncc.edu](http://www.hagerstowncc.edu)  
Click on 'Paying for College'  
Click on the FATV Logo

HAGERSTOWN  
COMMUNITY COLLEGE  
Student Financial Aid Office  
[finaid@hagerstowncc.edu](mailto:finaid@hagerstowncc.edu)  
FAX: 301-791-9165

Student Name \_\_\_\_\_ HCC ID# \_\_\_\_\_  
Last First MI

**Did you (and/or your spouse) file a 2012 Federal 1040 Tax Return?**

**Yes** – Make **ONE** selection in **Section A**.

**No** – Make **ONE** selection in **Section B**.

## **Section A**

**Option 1:** IRS Data Retrieval: Import tax information directly into the FAFSA. Confirm with the Financial Aid Office about a week after using the IRS tool, and submit this form. To use the Data Retrieval:

1. Log-in to [www.fafsa.gov](http://www.fafsa.gov) and select "Make FAFSA Corrections"
2. Under "Financial Information" tab select that you have already filed
3. Use Link to IRS and transfer tax information into your FAFSA (**this option is only available if you select "None of the above" to questions determining eligibility to use data retrieval. If you are not eligible see option 2.**)
4. Sign & Submit your FAFSA
5. Sign the bottom of this form and submit to HCC Financial Aid Office.

**Option 2:** You can also submit IRS Tax Return Transcripts (**official IRS copies, not copies from an online filer or tax preparer**). To order a tax return transcript:

1. Go to [www.irs.gov](http://www.irs.gov)
2. Select "Order a Return or Account Transcript"
3. When prompted select "Return Transcript" and "2012"
4. When you receive a copy of your (and/or your spouse's) Tax Return Transcript, submit it **ALONG WITH** this form, to the HCC Financial Aid Office.

## **Section B**

If you (and/or your spouse) **WILL** file a 2012 return, see instructions above on providing tax information **after** the return is filed. If you (and/or your spouse) will not file please select one of the two options below:

You (and/or your spouse) did not work/or receive unemployment in 2012.

You (and/or your spouse) worked or received unemployment in 2012, but did not receive income over the IRS filing limits. **SUBMIT ALL W2s/1099G's FOR 2012 WITH THIS FORM.**

***WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.***

**By signing this form you are certifying that all the information reported on it is complete and correct.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

Office Use Only: IRS DRT CODE \_\_\_\_\_ Initials \_\_\_\_\_ Income listed? \_\_\_\_\_ Yes \_\_\_\_\_ No