

Verification

Verification is a process created by the U.S. Department of Education to confirm the accuracy of information provided on the FAFSA. The verification process requires our office to verify or confirm the data reported by you and/or your parent(s) on the FAFSA. If you are selected for verification, and requirements were not completed by using the IRS Data Retrieval Tool, an email will be sent to your JSCC email and you will be required to provide documentation to verify the information you reported on the FAFSA.

The verification process is not complete and federal financial aid will not be awarded until all submitted documentation has been verified by our office and the U.S. Department of Education has received and accepted any changes to the original FAFSA data.

How will I know if I am selected for verification?

- You will be notified by letter and through email if you have any outstanding requirements that must be met before a federal financial aid award will be made.
- You can review outstanding requirements on your JSCC WebAdvisor .

If you were selected for verification, the documentation you submit will be compared to the original FAFSA and corrections may be made. These corrections could change the student's EFC (Expected Family Contribution) which could affect the award amount. If corrections were made you will receive a new SAR (Student Aid Report) from the Department of Education.

How should I submit my verification documents?

Documents that are needed for verification can be submitted to our office in the following ways:

- Visit us at the Financial Aid Department in office 116 of the Strickland Building.
- Download the documents from our website and:
 - Mail to: James Sprunt Community College
Financial Aid Department
PO Box 398
Kenansville, NC 28349
- Scan and email to: jscfinaid@jamesprunt.edu
- Fax: 910-296-1314

What happens after I complete verification?

After verification is completed you will be notified through your JSCC WebAdvisor and email when a federal financial aid award has been made. The award may be viewed on your JSCC account in WebAdvisor under the Financial Aid Awards link.

What is the IRS Data Retrieval Tool and how do I use it?

This tool allows IRS tax return information to be transferred directly into the FAFSA and populates answers to the required financial questions.

If you did not use the IRS Data Retrieval Tool and it has been three weeks since you filed your federal income tax, we strongly encourage you to update your FAFSA under the Tax Information section.

If you are selected for verification, using the IRS Data Retrieval Tool will complete some or all of the verification requirements.

You will not be able to use the tool if:

- Your tax return has not yet been filed
- You are married and your filing status is head of household or married filing separately
- You filed an amended tax return
- You were married after the last day of the tax year

How do I Request an IRS Tax Return Transcript?

["Get Transcript by Mail" online tool:](#)

- Click "Get Transcript by Mail"
- Acknowledge the disclosure pop up box that appears by clicking "OK"
- Complete the required fields (SSN, Date of Birth, etc.) and click "Continue"
- Follow the prompts to request a transcript
- If successfully validated, tax filers can expect to receive a paper IRS Tax Return Transcript at the address included in their online request, within 5 to 10 business days from the time the on-line request was successfully transmitted to the IRS.
- IRS Tax Return Transcripts requested online cannot be mailed to an address other than the address on file with the IRS.

Transcript toll free telephone line:

- Transcripts are available from the IRS by calling 1-800-908-9946
- Tax filers must follow prompts to enter their Social Security Number and the numbers in their street address. Generally this will be numbers of the street address that was listed on the latest tax return filed.
- Select the option to request an IRS Tax Return Transcript and then enter the year you are requesting.
- If successfully validated, tax filers can expect to receive a paper IRS Tax Return Transcript at the address included in their telephone request within 5 to 10 business days from the time the IRS receives the request.