



8057 N. Milwaukee Ave, Niles, Il. 60714 • (847) 965-8061

## **FINANCIAL AID VERIFICATION PROCESS**

If a prospective student is chosen for the process known as verification, it is the responsibility of the student to submit to the institution, the required verification documents as requested.

The John Amico School of Hair Design DOES NOT award federal, Title IV aid, or allow the prospective student from starting courses until the verification is approved.

Should a student be selected for verification after being awarded Title IV aid, the student will be responsible for the same requirements as if being selected for verification the same as those students who were selected before being awarded aid.

If a student's Title IV aid eligibility changes as a result of the verification process corrections or changes made by the student online, the student will be responsible for any reduction to their Title IV aid received.

The John Amico School of Hair Design, upon receipt of the prospective student's corrected ISIR, will notify the student of any changes to his/her Title IV aid within 7-10 business days. Any changes in Title IV aid will be reflected in the student's award packaging.

Types of documents required if selected are as follows:

### **Independent Students:**

- 2021-2022 Verification Worksheet for Independent Students
- A copy of your 2019 Federal IRS Tax Return Transcript. You can obtain a transcript in one of five ways:
  - Obtain electronic PDF version at [www.irs.gov/transcript](http://www.irs.gov/transcript)
  - By calling 1-800-908-9946
  - IRS2Go Self-service; mobile; 5-10 calendar day delivery to the address on file (available for Android and iOS Apple mobile devices)
  - Online at <http://www.irs.gov/Individuals/Order-a-Transcript>

- By mail using the IRS Form 4506T-EZ
- If you **did not file** a tax return, but earned wages, submit your 2019 W-2(s).
- If your spouse **did not file** a tax return, but earned wages, submit his/her 2019 W-2(s).
- If you were divorced or separated at the time the FAFSA was filed and filed a “joint tax return,” submit copies of your and your spouse’s W-2(s) and all schedules submitted with your federal tax return transcript.

### **Dependent Students:**

- 2021-2022 Verification Worksheet for Dependent Students
- A copy of your 2019 Federal IRS Tax Return Transcript. You can obtain a transcript in one of five ways:
  - Obtain electronic PDF version at [www.irs.gov/transcript](http://www.irs.gov/transcript)
  - By calling 1-800-908-9946
  - IRS2Go Self-service; mobile; 5-10 calendar day delivery to the address on file (available for Android and iOS Apple mobile devices)
  - Online at <http://www.irs.gov/Individuals/Order-a-Transcript>
  - By mail using the IRS Form 4506T-EZ
- If you **did not file** a tax return, but earned wages, submit your 2019 and W-2(s).
- A copy of your parent(s) 2019 IRS Tax Return Transcript if applicable. They can obtain a transcript in one of five ways:
  - Obtain electronic PDF version at [www.irs.gov/transcript](http://www.irs.gov/transcript)
  - By calling 1-800-908-9946
  - IRS2Go Self-service; mobile; 5-10 calendar day delivery to the address on file (available for Android and iOS Apple mobile devices)
  - Online at <http://www.irs.gov/Individuals/Order-a-Transcript>
  - By mail using the IRS Form 4506T-EZ
- If your parent(s) **did not file** a tax return, but earned wages, submit their 2019 W-2(s).
- If your parent is remarried, please also include a copy of your step-parent’s 2019 IRS Tax Return Transcript (if they filed separate tax returns).
- If your parents are divorced or separated and filed a “joint tax return,” submit copies of their W-2(s) and all schedules submitted with their federal tax return transcript.