

2018–2019 Verification Worksheet

Section A: Student Information

Student's Name _____ University ID _____

Section B: Family Information

Indicate your dependency status: _____ Dependent _____ Independent

Household Size Chart Instructions

All Students

- Include all family members in your household. List the name of the college for any household member, except a parent, who will be enrolled at least half-time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2018 and June 30, 2019.

Dependent Students

- Include yourself and your parent(s) regardless of their marital status or gender if those parents live together.
- Include your stepparent if your biological/adoptive parent has remarried. Include information for the parent who completed the FAFSA even if you do not live with that parent.
- Include your parent(s)' other children if your parent(s) will provide more than half of their support from July 1, 2018 through June 30, 2019, or if the children would be required to provide parental information if they were completing a FAFSA for 2018–2019 (include children who meet either of these standards, even if they do not live with your parent).
- Include other people if they now live with your parent(s) AND your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2019.

Independent Students

- Include yourself and your spouse (if married).
- Include your dependent children if you provide more than half of their support.
- Include other people if they live with you AND you provide more than half of their support and will continue to provide more than half of their support through June 30, 2019.

Name	Age	Relationship	College	Date of Birth

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Section C: Student Tax and Income Information

Please indicate the tax filing status for the student (and student's spouse if married):

- _____ The IRS Data Retrieval Tool was used to report 2016 tax and income information on the FAFSA
 _____ An official 2016 Tax Return Transcript from the IRS is included with this worksheet
 _____ I/we did not file a 2016 U.S. tax return BUT I/we did earn money from employment*
 _____ I/we did not file a 2016 U.S. tax return AND I/we did NOT earn money from employment*

* Additional Student Income Section

If you and/or your spouse did not file a 2016 tax return but earned money, please answer the questions below. If you received a 2016 W2 Statement from your employer, you should submit a copy with this verification form.

Employer _____ Amount Received in 2016 _____
 Employer _____ Amount Received in 2016 _____

Additionally, submit the IRS Verification of Non-Filing Letter, the Wage and Income Transcript, or the Tax Return Transcript. You can request these at irs.gov/individuals/get-transcript or by mail using IRS Form 4506-T, located at irs.gov/pub/irs-pdf/f4506t.pdf.

Section D: Parent Tax and Income Information

Please indicate the tax filing status for the student's parent(s):

- _____ The IRS Data Retrieval Tool was used to report 2016 tax and income information on the FAFSA
 _____ An official 2016 Tax Return Transcript from the IRS is included with this worksheet
 _____ I/we did not file a 2016 U.S. tax return BUT I/we did earn money from employment*
 _____ I/we did not file a 2016 U.S. tax return AND I/we did NOT earn money from employment*

* Additional Student Income Section

If your parent(s) did not file a 2016 tax return but earned money, please answer the questions below. If your parent(s) received a 2016 W2 Statement from an employer, you should submit a copy with this verification form.

Employer _____ Amount Received in 2016 _____
 Employer _____ Amount Received in 2016 _____

Additionally, submit the IRS Verification of Non-Filing Letter, the Wage and Income Transcript, or the Tax Return Transcript. You can request these at irs.gov/individuals/get-transcript or by mail using IRS Form 4506-T, located at irs.gov/pub/irs-pdf/f4506t.pdf.

Section E: Untaxed Income and Benefits

Please fill out all spaces with numerical values only. If you/your spouse and/or parents did not receive any funding from the sources listed in 2016, please enter \$0 in the appropriate box. DO NOT LEAVE ANY SPACES BLANK. Please supply documentation for any amounts you list below.

Student (and Spouse)	Parent	Income Source/Exclusion
		Child support received for all children. Do not include foster care or adoption payments.
		Child support you paid because of divorce, separation, or legal arrangement. Do not include child support for any children in your or your parent(s)' household listed in Section B. You must provide an itemized listing for each child and the amount paid.
		Veteran's non-education benefits, such as Disability, Death Pension, Dependency & Indemnity Compensation (DIC), and/or VA Educational Work-Study Allowances
		Any other untaxed income and benefits not reported elsewhere on this worksheet. Do not include student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, supplemental security income, Workforce Innovation and Opportunity Act, educational benefits, combat/special combat pay, benefits from flexible spending arrangements, foreign income exclusion, or credit for federal tax income on special fuels.
		Cash received or any money paid on your behalf (e.g., bills) not reported elsewhere on this form
		Taxable earnings from Federal Work-Study or other need-based work programs earned in 2016
		Special or Combat Pay
		Earnings from cooperative educational employment earned in 2016
		Amount of SNAP/food stamps benefits received in 2016
		Housing, food, and other living expenses paid to members of the military, clergy, and others. This includes cash payments and/or cash value of benefits received (BAS). DO NOT INCLUDE the values of on-base (BAH) or the value of a basic military allowance for housing.

Section F: Signatures

By signing this worksheet, I/we certify that all of the information reported to qualify for federal financial aid is complete and correct. I/we understand that giving false or misleading information on this worksheet can result in a fine, jail sentence, or both.

Student Print _____ Student Signature _____ Date _____

Spouse Print (if married) _____ Spouse Signature _____ Date _____

Parent Print _____ Parent Signature _____ Date _____