



## 2019-2020 Dependent Verification Worksheet

### What is Verification?

Your FAFSA application was selected by the US Department of Education for a review in a process called "Verification." The Office of Financial Assistance must verify the information you reported on your FAFSA. If there are any differences, your FAFSA information may need to be corrected. The Financial Aid Office cannot make any federal financial aid payments available to you until all verification requirements have been met and the necessary corrections have been made.

### What Are the Steps?

1. Complete the IRS Data retrieval through the FAFSA on the Web
2. If you cannot complete Step 1, you may order a **TAX RETURN TRANSCRIPT** from the Internal Revenue Service online at [www.irs.gov](http://www.irs.gov) or by phone at 1-800-908-9946. Obtain a 2017 Federal IRS Tax Return Transcript for yourself and your parent(s).
3. Complete and sign this worksheet - you and at least one parent must sign.

### A. Student Information

Legal Last Name	First Name	MI	Student ID Number
Address (include apt #)			Date of Birth
City	State	Zip Code	Cell Phone Number

### B. Family Information

- List the people in your household between July 1, 2019 and June 30, 2020. Include yourself, the parent(s) that you live with, and your parent(s) other children if your parent(s) provide more than half of their support. Include other people only if they now live with you and you provide more than half their support and will continue to provide more than half their support from July 1, 2019 - June 30, 2020.
- Please include in the space below information about any household member who is, or will be, enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2019 and June 30, 2020. Include the name of the college.

Name	Age	Relationship	College
		Self	Nichols College

### C. Student Income Information

Check the appropriate boxes below and provide the requested information and documents.

- The student was not employed and had no income earned from work in 2017.
- The student used the IRS Data Retrieval Tool (after my 2017 taxes were completed and processed by the IRS) to transfer my 2017 income information to the FAFSA and did not make changes to that information.
- The student did not (or could not) transfer my 2017 income tax information to the FAFSA using the IRS Data Retrieval Tool. I have attached a copy of my 2017 IRS Tax Return Transcript(s).
- The student worked in 2017 but is not required to file a tax return. If you are not required to file, you must provide a copy of your 2017 W-2 from all sources of income.
  - All applicable W-2's included

### D. Parent(s) Income and Benefit Information

Check the appropriate boxes below and provide the requested information and documents.

- Neither parent was employed and had no income earned from work in 2017.
- Parent(s) used the IRS Data Retrieval Tool (after my 2017 taxes were completed and processed by the IRS) to transfer my 2017 income information to the FAFSA and did not make changes to that information.
  - If filing separately, please submit a copy of spouse's 2017 IRS Tax Return Transcript.
- Parent(s) did not (or could not) transfer my 2017 income tax information to the FAFSA using the IRS Data Retrieval Tool. I have attached a copy of my 2017 IRS Tax Return Transcript(s).
  - If filing separately, please submit a copy of spouse's 2017 IRS Tax Return Transcript.
- The parent(s) worked in 2017 but is not required to file a tax return. If you are not required to file, you must provide a copy of your 2017 W-2 from all sources of income.
  - All applicable W-2's included
- I **paid** child support in the amount of \$ \_\_\_\_\_ (yearly total) in the year 2017 to \_\_\_\_\_ (name of adult recipient) for the following children \_\_\_\_\_ (name each child) residing at \_\_\_\_\_ (address).

### E. Certification

I certify that all the information reported to qualify for Federal student aid is complete and correct. If your purposely give false or misleading information, you may be fined, be sentenced to jail or both.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date