

2019-2020 Verification Worksheet – Independent Student

Your 2019–2020 Free Application for Federal Student Aid (FAFSA) was selected for review in process called verification. The law says that before disbursing Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a spouse, if married, whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to the financial aid office. We may ask for additional information, if necessary for clarification. If you have questions about verification, contact the financial aid office as soon as possible so that your financial aid will not be

A. Independent Student’s Information – Please fill in with the student’s information.

Student’s Last Name	First Name	M.I.	Student’s ID Number
Permanent Street Address (include apt. no.)			Student’s Date of Birth
City	State	Zip Code	Student’s Email Address
Student’s Home Phone Number (include area code)			Student’s Alternate or Cell Phone Number

B. Independent Student’s Family Information – List the people in your household.

Include:

- Yourself.
- Your spouse, if you are married.
- Your children, if any, if you will provide more than half of their support from July 1, 2019 through June 30, 2020, or if the child would be required to provide your information if they were completing a FAFSA for 2019-2020. Include children who meet either of these standards, even if they do not live with you.
- Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support from July 1, 2019 through June 30, 2020.

Also, write in the name of the college for any noted above, who will be attending college at least half-time between July 1, 2019 and June 30, 2020, and will be enrolled in a degree, diploma, or certificate program.

Full Name	Age	Relationship	University/College	Will be Enrolled at Least Half Time
		<i>Self</i>	<i>Caldwell University</i>	<i>Yes</i>

If more space is needed, attach a separate page with the student’s name and ID number at the top.

C. Student Income Information to Be Verified - check the box that applies:

- The student and/or spouse used the IRS Data Retrieval when completing/updating the 2019-20 FAFSA. ****If the student and/or spouse filed separate 2017 IRS income tax returns, the IRS DRT cannot be used and the 2017 IRS Tax Return Transcript(s) must be provided for each.**
- The student and/or spouse's **2017 Federal Tax Return Transcript(s)** is attached.
- The student and/or spouse were not required to file 2017 Federal Tax Returns. If you did not file a tax return, but had earnings from work, please list each employer even if you did not receive an IRS W-2 form. An **IRS Verification of Non-filing Letter** must be obtained from the IRS and submitted to the Financial Aid Office.

Employer's Name	Annual Amount Earned in 2017	IRS W-2 provided (if received must be submitted)

A 2017 IRS Tax Return Transcript or Verification of Non-Filing may be obtained through:

- Get Transcript ONLINE – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request **Verification of Non-filing**
- Get Transcript by MAIL – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request **Verification of Non-filing**
- Automated Telephone Request – 1-800-908-9946
- Paper Request Form – IRS Form 4506-T (<https://www.irs.gov/pub/irs-pdf/f4506t.pdf>)

Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student and spouse whose information was reported on the FAFSA must sign and date.

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

Student's Signature

Date

Spouse's Signature

Date