

2019 – 2020 Verification Worksheet Independent Student – V1

Your 2019–2020 Free Application for Federal Student Aid (FAFSA) was selected for review in a 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 the financial aid administrator at your school will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

A. Independent Student’s Information

Student’s Last Name	Student’s First Name	Student’s M.I.	Student’s SSN or Student ID
Student’s 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 below 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 academic year. 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.

Include the name of the college for any household member 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, 2019, and June 30, 2020. *If more space is needed, please attach a separate page with your name and Social Security Number at the top.*

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
<i>Marty Jones(example)</i>	28	<i>Wife</i>	<i>Central University</i>	<i>Yes</i>
		<i>Self</i>		

Student's Name: _____

C. Independent Student's Income Information to Be Verified

1. TAX RETURN FILERS—**Important Note:** If you (or your spouse, if married) filed, or will file, an amended 2017 IRS tax return, you must contact your financial aid administrator before completing this section.

Instructions: Complete this section if you, the student, filed or will file a 2017 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If you have not already used the tool, go to FAFSA.gov, log in to your FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if you are eligible to use the IRS Data Retrieval Tool to transfer 2017 IRS income tax information into your FAFSA. Retrieving information using the IRS retrieval tool is instantaneous. If you need more information about the IRS Data Retrieval Tool see your financial aid administrator.*

Check the box that applies:

- I, the student, have used the IRS Data Retrieval Tool in FAFSA on the Web to transfer my (and, if married, my spouse's) 2017 IRS income information into my FAFSA. *Your school will use the IRS information that was transferred in the verification process.*
- I, the student, have not yet used the IRS Data Retrieval Tool, but I will use the tool to transfer my (and, if married, my spouse's) 2017 IRS income information into my FAFSA.
- I, the student, am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and I will submit to the school a **2017 IRS tax return transcript(s)**—not the income tax return. *To obtain an IRS tax return transcript, go to www.IRS.gov/transcript and click either "Get Transcript Online" or "Get Transcript by Mail" link, or call 1-800-908-9946. If you are married and you and your spouse filed separate 2017 tax returns, you must submit tax return transcripts for both you and your spouse.*
- Check here if an IRS federal tax return transcript(s) is attached to this worksheet.
- Check here if IRS tax return transcript(s) will be submitted to your school later.

2. TAX RETURN NONFILERS—Complete this section if you,/your spouse, will not file and are not required to file a 2017 income tax return with the IRS.

Per federal regulations if the student/spouse did not file a 2017 federal tax return the student/spouse must submit a **"Verification of Non-filing letter" (VNFL)** from the IRS. This letter can be obtained by submitting IRS Form 4506-T with box 7 checked, to the IRS and waiting for the response letter in the mail. You can also attempt to print the 2017 Verification of Non-Filing letter online at www.IRS.gov/transcript. Once logged into the IRS site, select to print the Verification of Non-Filing letter for 2017.

Check the box that applies:

- The student (and spouse) was not employed and had no income earned from work in 2017 **and the VNFL is attached.**
- The student (and spouse) was employed in 2017 and has listed below the names of all employers, the amount earned from each employer in 2017, and whether an IRS W-2 form is attached. **Attach the VNFL and copies of all 2017 W-2 forms** issued to you (and, if married, to your spouse) by employers. *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, please attach a separate page with your name and SSN at the top.*

Student's Name: _____

Employer's Name	2017 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes</i>

D. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. The student must sign this worksheet. If married, the spouse's signature is optional.

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

Student's Signature

Date

Spouse's Signature

Date

Submit this form to the Center for Student Services at Regis College,

E-MAIL: finaid@regiscollege.edu

You should make a copy of this worksheet for your records.