



**2020 - 2021 Verification Worksheet**  
Dependent Student – V5

Your FAFSA was selected for review by the U.S. Dept. of Education in a process called Verification. Federal Student Aid requires Regis to confirm the information you and your parents reported on your FAFSA prior to disbursing funds. To verify that you provided correct information, Regis 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 and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and documents to the Office of Financial Aid.

**A. Student Information:**

Student Last Name	Student First Name	Student M.I.	Student ID
Student Street Address (include apt. no.)			Student Date of Birth
City	State	Zip Code	Student Phone Number

**B. Student’s Family Information:**

Please list the following in the table below:

- Yourself and your parent(s) (including a stepparent) even if you don’t live with your parent(s).
- Your parent(s)’ other children if your parent(s) will provide more than half of their support from July 1, 2020, through June 30, 2021; or if the other children would be required to provide parental information if they were completing a FAFSA for 2020–2021. Include children who meet either of these standards, even if they do not live with your parent(s).
- 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, 2020.

*If more space is needed, attach a separate page with the required information included.*

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>	<i>If enrolled in College list school name</i>	<i>Yes</i>
		<i>Self</i>	<i>Regis College</i>	



**C. Student Tax and Income Information:**

**Check only one box below:**

Tax Return Filers:

- I have used or plan to use the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2018 IRS income information into my FAFSA.
- I am unable or choose not to use the IRS Data Retrieval Tool in FAFSA on the Web, and will submit a **2018 IRS Tax Return Transcript or Tax Return** to Regis.  
*To obtain an IRS tax return transcript, go to [www.irs.gov/transcript](http://www.irs.gov/transcript).*

Tax Return Non-filers – Student has not and is not required to file a 2018 income tax return with the IRS.

- I was not employed and had no income earned from work in 2018.
- I was employed in 2018 and have attached all 2018 W2s.

**D. Parent’s Tax and Income Information— Note: If two parents were reported in Section B of this worksheet, the instructions and certifications below refer and apply to both parents.**

**Check only one box below:**

Tax Return Filers:

- The student’s parent has used or plans to use the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2018 IRS income information into the student’s FAFSA.
- The student’s parent is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and will submit to the school a **2018 IRS Tax Return Transcript or Tax Return**.  
*If the parents are married and filed separately, a transcript or return must be submitted for each parent.*

Tax Return Non-filers— Parent will not file and is not required to file a 2018 income tax return with the IRS.

Per federal regulations, parents who did not file are required to 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 2018 Verification of Non-Filing letter online at [www.irs.gov/transcript](http://www.irs.gov/transcript). Once logged into the IRS site, select to print the Verification of Non-Filing Letter for 2018.

- The parent(s) was NOT employed and had no income earned from work in 2018 **and the VNFL is attached**.
- The parent(s) was employed in 2018 and has **attached the VNFL and copies of all 2018 IRS W-2 forms**.

**E. Educational purpose Verification:**

**1. High School Completion:**

Please provide one of the following documents that indicate the student’s high school completion status when the student will begin college in 2020-2021:

- A copy of the student’s high school diploma
- A copy of the “secondary school leaving certificate” for students who have completed secondary education in a foreign country
- A copy of the student’s final official high school transcript that shows the date when the diploma was awarded



- A state certificate or transcript received by a student after the student passed a state-authorized examination that the State recognizes as the equivalent of a high school diploma ex. A GED test, HiSet, TASC, or other State-authorized examination)
- An academic transcript that indicates the student successfully completed at least a two year program that is acceptable for full-credit toward a bachelor's degree
- For a student who was homeschooled in a state where state law requires the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent, a copy of that credential
- For a student who was homeschooled in a state where the state law does not require the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a transcript, or the equivalent, signed by the student's parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting

*If the student is unable to obtain the documentation listed above, he or she must contact the financial aid office.*

## 2. Certification of Identity and Statement of Educational Purpose:

In order to comply with federal financial aid regulations, the student must appear in person at Regis College to verify his or her identity by presenting a **valid government-issued photo identification (ID)**, such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID annotated with the date it was received and reviewed, and the name of the official at the institution authorized to collect the document.

The student must complete and sign the following statement **in the presence of a Regis College Financial Aid Services official. If the student is unable to do so, the student must complete and sign the form in front of a notary AND PROVIDE A COPY OF THE UNEXPIRED VALID GOVERNMENT ISSUED IDENTIFICATION ACKNOWLEDGED BY THE NOTARY:**

I certify that I (*print student's name*) \_\_\_\_\_ am the individual signing this **Statement of Educational Purpose** and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Regis College for the 2020 – 2021 academic year.

## F. Certification and Signatures:

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent must sign and date.

**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

\_\_\_\_\_  
Student ID#

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

Present this form with original valid government issued photo ID.  
**TO BE COMPLETED BY FINANCIAL AID ADMINISTRATOR**

ID Type:	
ID Number:	Exp:
FAA Name:	
FAA Title:	
FAA Signature:	Date:

**Submit this form to:**  
Office of Financial Aid  
235 Wellesley Street, Weston MA, 02493-1571