



Revised: 2/27/20

# Office of Student Financial Aid & Scholarships

## V-1 Dependent Verification Worksheet

### 2020-2021

OFFICE USE ONLY

Page 1

Student Name: \_\_\_\_\_ NSHE ID: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_

### SECTION 1: PARENT HOUSEHOLD INFORMATION

**Parent Information:** Read the following to determine what parent information you must provide in the boxes below.

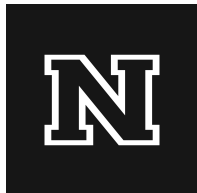
- o If your parents are **married and not separated**, you must provide information for both parents on the FAFSA.
- o If your parents are **not married to each other and live together**, you must provide information for both parents on the FAFSA, *even if they were never married, are divorced, or are separated.*
- o If your parents are **separated or divorced and do not live together, and you lived with one parent more than the other over the past 12 months**, you must *report information on the FAFSA for the parent you lived with more.* If the parent you lived with more has remarried, **you must also report information for your stepparent on the FAFSA.**
- o If your parents are **separated or divorced and do not live together, and you lived with both parents equally**, you must *report information on the FAFSA for the parent who provided more financial support over the past 12 months or in the last year you received support.* **If the parent that provided more financial support has remarried, you must also report information for your stepparent on the FAFSA.**

Parent 1, Full Name:	Date of Birth:
Parent 2, Full Name (if applicable):	Date of Birth:

**Other Household Members:** Read the following to determine what information you must provide in the boxes below. Other persons do not necessarily have to have been claimed on taxes to be considered a part of the household.

- Provide the information requested below for your parent(s)' children (not yourself) if your parent(s) will provide *more than half of their support* between July 1, 2020 and June 30, 2021.
- Provide the information requested below for other people if they *currently live with your parents*, your parents provide *more than half of their support*, and your parents will *continue to provide more than half of their support* between July 1, 2020 and June 30, 2021.
- If more space is needed for additional persons, please attach a separate page.

1. Full Name:	2. Full Name:	3. Full Name:
Date of Birth:	Date of Birth:	Date of Birth:
Relationship to student:	Relationship to student:	Relationship to student:
Is this person enrolled in college? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is this person enrolled in college? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is this person enrolled in college? <input type="checkbox"/> Yes <input type="checkbox"/> No
If this person is enrolled in college, are they enrolled at least half-time? <input type="checkbox"/> Yes <input type="checkbox"/> No/NA	If this person is enrolled in college, are they enrolled at least half-time? <input type="checkbox"/> Yes <input type="checkbox"/> No/NA	If this person is enrolled in college, are they enrolled at least half-time? <input type="checkbox"/> Yes <input type="checkbox"/> No/NA
College:	College:	College:
School Code:	School Code:	School Code:



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**SECTION 2: TAX FILING STATUS**

**STUDENT**, select one of the following:

**A.** I have already used the IRS Data Retrieval Tool (DRT) on the FAFSA to transfer 2018 IRS income tax return information onto the FAFSA.

**B.** I am providing my **official 2018 IRS Tax Return Transcript**.

**C.** I am providing a **SIGNED copy of my 2018 IRS Form 1040 and all applicable schedules**, which may include Schedule 1, Schedule 2, Schedule 3, Schedule C, and/or Schedule K. One or more schedules may not be applicable but must be provided if available.

**D.** I amended my 2018 taxes. I am providing the **tax documentation listed in option B or C above and a SIGNED copy of my 2018 IRS Form 1040X** that was filed with the IRS.

**E.** I was employed in 2018 and was not required to file a 2018 Federal Tax Return. **I have listed all employers and wages earned** in the spaces provided below, even if the employer(s) did not issue a W2. This includes wages not reported to the IRS. I have attached **all 2018 W2s**.

Employer Name(s): \_\_\_\_\_  
 Wages Earned: \_\_\_\_\_

**F.** I was not employed in 2018 and was not required to file a 2018 Federal Tax Return.

**PARENT(S)**, select one of the following:

**A.** I have already used the IRS Data Retrieval Tool (DRT) on the FAFSA to transfer 2018 IRS income tax return information onto the FAFSA.

**B.** I am providing my **official 2018 IRS Tax Return Transcript**.

**C.** I am providing a **SIGNED copy of my 2018 IRS Form 1040 and all applicable schedules**, which may include Schedule 1, Schedule 2, Schedule 3, Schedule C, and/or Schedule K. One or more schedules may not be applicable but must be provided if available.

**D.** I amended my 2018 taxes. I am providing the **tax documentation listed in option B or C above and a SIGNED copy of my 2018 IRS Form 1040X** that was filed with the IRS.

**E.** I was employed in 2018 and was not required to file a 2018 Federal Tax Return. **I have listed all employers and wages earned** in the spaces provided below, even if the employer(s) did not issue a W2. This includes wages not reported to the IRS. I have attached **all 2018 W2s and a verification of non-filing (VNF) letter** from the IRS dated on or after October 1st, 2019. *(To obtain non-filing documentation, use IRS Form 4506-T, option 7.)*

Employer Name(s): \_\_\_\_\_  
 Wages Earned: \_\_\_\_\_

**F.** I was not employed in 2018 and was not required to file a 2018 Federal Tax Return. I have attached a **verification of non-filing (VNF) letter** from the IRS dated on or after October 1st, 2019. *(To obtain non-filing documentation, use IRS Form 4506-T, option 7.)*



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**SECTION 3: TAXED INCOME (Enter ANNUAL amounts. If answer does not apply, enter \$0.)**

1. **STUDENT**, do the letters "SCH" appear on line 1 of your 2018 1040?

Yes  No/NA

If yes, enter the amount next to the letters "SCH": \_\_\_\_\_

2. **PARENT(S)**, do the letters "SCH" appear on line 1 of your 2018 1040?

Yes  No/NA

If yes, enter the amount next to the letters "SCH": \_\_\_\_\_

**SECTION 4: ROLLOVERS**

**Answer the following questions.** If your answer for any of the questions is "Yes," provide a copy of your 1099-R.

1. **STUDENT**, if your 2018 1040 lists an amount for IRAs, pensions, and annuities (line 4a), is this a **ROLLOVER** amount?

Yes  No/NA

2. **PARENT(S)**, if your 2018 1040 lists an amount for IRA, pensions, and annuities (line 4a), is this a **ROLLOVER** amount?

Yes  No/NA

**SECTION 5: CERTIFICATION**

By signing this worksheet, we certify that we have read through **ALL** information and **ALL** instructions on this form and have followed instructions to the best of our ability. We further certify that all information reported on this worksheet is complete and correct, and understand that verification will not be processed if any section has been left blank.

**Signing for someone else is fraud, even with their permission.**

**ELECTRONIC SIGNATURES ARE NOT ACCEPTED.**

**Student Signature (required):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Signature (required):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Did you remember to:**

1. Answer every question?
2. Double-check for accuracy?
3. Sign and date in Section 5 (you AND your parents)?