



Revised: 11/9/20

Office of Student Financial Aid & Scholarships

V-1 Independent Verification Worksheet

2021-2022

OFFICE USE ONLY

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

SECTION 1: HOUSEHOLD INFORMATION

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

- If you **are married and not separated**, you must report information for your spouse, your children, and any household members that live with you if you will provide *more than half of their support* between July 1, 2021 and June 30, 2022.
- If you **are not married**, you must report information for your children and any household members that live with you if you will provide *more than half of their support* between July 1, 2021 and June 30, 2022.
- If you **are divorced, separated, or widowed**, you must report information for your children and any household members that live with you if you will provide *more than half of their support* between July 1, 2021 and June 30, 2022.
- *If more space is needed for additional household members, please attach a separate page.*

Spouse Name:
Age:
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
College:
School Code:

1. Full Name:
Age:
Relationship to student:
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
College:
School Code:

2. Full Name:
Age:
Relationship to student:
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
College:
School Code:

3. Full Name:
Age:
Relationship to student:
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
College:
School Code:

4. Full Name:
Age:
Relationship to student:
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
College:
School Code:

5. Full Name:
Age:
Relationship to student:
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
College:
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SECTION 2: TAX FILING STATUS

STUDENT (and spouse if filed jointly), select one of the following:

A. I have already used the IRS Data Retrieval Tool (DRT) on the FAFSA to transfer 2019 IRS income tax return information onto the FAFSA.

B. I am providing my **official 2019 IRS Tax Return Transcript.**

C. I am providing a **SIGNED copy of my 2019 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 2019 taxes. I am providing the **tax documentation listed in option B or C above and a SIGNED copy of my 2019 IRS Form 1040X** that was filed with the IRS.

E. I was employed in 2019 and was not required to file a 2019 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 2019 W2s and a verification of non-filing (VNF) letter** from the IRS dated on or after October 1st, 2020. *(To obtain non-filing documentation, use IRS Form 4506-T, option 7.)*

Employer Name(s): _____

Wages Earned: _____

F. I was not employed in 2019 and was not required to file a 2019 Federal Tax Return. I have attached a **verification of non-filing (VNF) letter** from the IRS dated on or after October 1st, 2020. *(To obtain non-filing documentation, use IRS Form 4506-T, option 7.)*

SPOUSE (if filed separately), select one of the following:

A. I have already used the IRS Data Retrieval Tool (DRT) on the FAFSA to transfer 2019 IRS income tax return information onto the FAFSA.

B. I am providing my **official 2019 IRS Tax Return Transcript.**

C. I am providing a **SIGNED copy of my 2019 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.

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Employer Name(s): _____

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F. I was not employed in 2019 and was not required to file a 2019 Federal Tax Return. I have attached a **verification of non-filing (VNF) letter** from the IRS dated on or after October 1st, 2020. *(To obtain non-filing documentation, use IRS Form 4506-T, option 7.)*



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SECTION 3: 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 2019 1040 lists an amount for IRAs, pensions, and annuities (line 4a and/or 4c), is this a **ROLLOVER** amount?

Yes No/NA

2. **SPOUSE (if filed separately)**, if your 2019 1040 lists an amount for IRA, pensions, and annuities (line 4a and/or 4c), is this a **ROLLOVER** amount?

Yes No/NA

SECTION 4: CERTIFICATION

By signing this worksheet, I certify that I have read through **ALL** information and **ALL** instructions on this form and have followed instructions to the best of my ability. I 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:** _____

Did you remember to:

1. Answer every question?
2. Double-check for accuracy?
3. Sign and date in Section 4?