



2023-2024 V-5 DEPENDENT VERIFICATION WORKSHEET

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

SECTION 1: PARENT DEMOGRAPHIC AND MARITAL STATUS

Based on the answers you provided on the FAFSA Application, you were determined to be a *dependent* student. Answer the questions below about your parent(s) demographic and marital status. If your parents are divorced/separated and do not live together, the primary parent listed below should be the parent you live with. If you live with both parents equally, the parent that has provided you the most financial support in the last 12 months should be listed.

Primary Parent, Full Name: <i>(FAFSA Parent 1)</i>		Date of Birth:	
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As of the day you submitted your FAFSA, what was your primary parent's marital status?	
<input type="checkbox"/>	Married or Remarried and Living together with their spouse <i>(either your biological parent or step-parent)</i> <i>Must provide parent 2 or step-parent's information below.</i>
<input type="checkbox"/>	Married, but separated and not living together with their spouse Date of Separation (MM/YYYY): _____ <i>Do not provide parent 2's information below. Selecting this option may require additional supportive documentation at a later date.</i>
<input type="checkbox"/>	Divorced and not remarried Date Divorce Finalized (MM/YYYY): _____ <i>Do not provide parent 2's information below. Selecting this option may require additional supportive documentation at a later date.</i>
<input type="checkbox"/>	Unmarried and both biological parents living together <i>Must provide parent 2's information below.</i>
<input type="checkbox"/>	Widowed Date of Parent 2's Death (MM/YYYY): _____ <i>Do not provide parent 2's information below. Selecting this option may require additional supportive documentation at a later date.</i>
<input type="checkbox"/>	Never Married and other biological parent does not live with primary parent <i>Do not provide parent 2's information below.</i>

If the option you selected above indicates parent 2 information is required, enter the requested information below about your parent 2/step-parent.

Secondary Parent, Full Name: <i>(FAFSA Parent 2)</i>		Date of Birth:	
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SECTION 2: PARENT HOUSEHOLD SIZE

Are there any additional children or other dependents* (other than yourself, or your parent(s)) in your parent(s) household that will receive more than 50% their financial support from your parent(s) between July 1, 2023 and June 30, 2024?

**(Other Dependents not your parents children must actively live in the household)*

YES*

NO

***If YES, complete the remainder of the section**

1. Full Name:	2. Full Name:	3. Full Name:
Age:	Age:	Age:
Relation to Student:	Relation to Student:	Relation to Student:
Is this person enrolled in college? YES NO	Is this person enrolled in college? YES NO	Is this person enrolled in college? YES NO
If enrolled, are they at least half-time? YES NO	If enrolled, are they at least half-time? YES NO	If enrolled, are they at least half-time? YES NO
College:	College:	College:
FAFSA School Code:	FAFSA School Code:	FAFSA School Code:

Are there more than three household members to include?

***If YES, attach a separate page with all information above for each additional person.**

YES*

NO

SECTION 3: PARENT TAX STATUS AND DOCUMENTS REQUIRED

PARENT(s), select one option below that best describes your tax status for the **2021 calendar year**.

Option	Option Description	Documents Required								
	I used the IRS Data Retrieval Tool (DRT) to import my 2021 tax data on the FAFSA application <i>*If you filed married filing separately, the DRT is not an option.</i>	N/A								
	I chose not to use or were not able to use the IRS Data Retrieval Tool (DRT) to import my 2021 tax data and entered it manually.	An official 2021 IRS Tax Return Transcript, OR a <u>signed</u> copy of your 2021 IRS 1040 form(s), AND Schedules 1, 2, 3, C, F, and/or K (schedules as applicable)								
	I amended (corrected after initially filing) my 2021 taxes with the IRS.	a <u>signed</u> copy of your 2021 IRS 1040X, AND a <u>signed</u> copy of the original 2021 IRS 1040 form, and Schedules 1, 2, 3, C, F, and/or K (schedules as applicable) OR your 2021 IRS Tax Return Transcript								
	I <u>was</u> employed in 2021 and <u>was not</u> required to file a 2021 IRS Tax Return.	List each employer and the amount earned in 2021. You must also attach an IRS W-2 for each employer. <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Employer Name</th> <th>Wages Earned</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>\$</td> </tr> <tr> <td>2.</td> <td>\$</td> </tr> <tr> <td>3.</td> <td>\$</td> </tr> </tbody> </table> <p style="text-align: center;">-and-</p> obtain and attach a verification of non-filing (VNF) letter from the IRS dated on or after October 1, 2022. <i>(obtain a VNF letter, use IRS Form 4506-T, option 7)</i>	Employer Name	Wages Earned	1.	\$	2.	\$	3.	\$
Employer Name	Wages Earned									
1.	\$									
2.	\$									
3.	\$									
	I <u>was not</u> employed in 2021 and <u>was not</u> required to file a 2021 IRS Tax Return.	Obtain and attach a verification of non-filing (VNF) letter from the IRS dated on or after October 1, 2022. <i>(obtain a VNF letter, use IRS Form 4506-T, option 7)</i>								

CONTACT INFORMATION

Phone: (775) 784-4666

E-Mail: finaid@unr.edu

Fax: (775) 784-1025



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SECTION 4: STUDENT TAX STATUS AND DOCUMENTATION REQUIRED

STUDENT, select one option below that best describes your tax status for the **2021 calendar year**.

Option	Option Description	Documents Required								
	I used the IRS Data Retrieval Tool (DRT) to import my 2021 tax data on the FAFSA application	N/A								
	I choose not to use or were not able to use the IRS Data Retrieval Tool (DRT) to import my 2021 tax data and entered it manually.	An official 2021 IRS Tax Return Transcript, OR a signed copy of your 2021 IRS 1040 form(s), AND Schedules 1, 2, 3, C, F, and/or K (<i>schedules as applicable</i>)								
	I amended (<i>corrected after initially filing</i>) my 2021 taxes with the IRS.	a signed copy of your 2021 IRS 1040X, AND a signed copy of the original 2021 IRS 1040 form, and Schedules 1, 2, 3, C, F, and/or K (<i>schedules as applicable</i>) OR your 2021 IRS Tax Return Transcript								
	I <u>was</u> employed in 2021 and was not required to file a 2021 IRS Tax Return.	List each employer and the amount earned in 2021. You must also attach an IRS W-2 for each employer. <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Employer Name</th> <th>Wages Earned</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>\$</td> </tr> <tr> <td>2.</td> <td>\$</td> </tr> <tr> <td>3.</td> <td>\$</td> </tr> </tbody> </table>	Employer Name	Wages Earned	1.	\$	2.	\$	3.	\$
Employer Name	Wages Earned									
1.	\$									
2.	\$									
3.	\$									
	I <u>was not</u> employed in 2021 and <u>was not</u> required to file a 2021 IRS Tax Return.	N/A								

SECTION 5: ROLLOVERS

STUDENT RESPONSE	
Did you report any taxable IRA distributions, pensions, or annuities on your IRS 1040 Tax Return for 2021 (lines 4b and/or 5b)?	YES NO/NA
If yes, was this amount a rollover ? A rollover occurs when you withdraw assets from one retirement plan and contribute it, within 60 days, to another retirement plan.	YES* NO
*If YES, attach a copy of your IRS 1099-R	

PARENT RESPONSE	
Did you report any taxable IRA distributions, pensions, or annuities on your IRS 1040 Tax Return for 2021 (lines 4b and/or 5b)?	YES NO/NA
If yes, was this amount a rollover ? A rollover occurs when you withdraw assets from one retirement plan and contribute it, within 60 days, to another retirement plan.	YES* NO
*If YES, attach a copy of your IRS 1099-R	

SECTION 6: CERTIFICATION

By signing this verification worksheet, we certify that all information reported is complete and accurate and understand that verification will not be processed if any section of this form is left blank. We further understand that purposely providing false or misleading information on this worksheet may result in being fined, jailed, or both. **Signing for someone else is FRAUD, even with their permission.**

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

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Phone: (775) 784-4666

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SECTION 7: IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE

The statement below must be signed in the **physical presence** of either a **Financial Aid Administrator at the University of Nevada, Reno, or a Public Notary.**

I certify that I, _____ (*print student name*), am the individual signing this Statement of Educational Purpose and that the federal financial assistance I may receive will only be used for educational purposes and to pay for the cost of attending the University of Nevada, Reno for the 2023-2024 academic year.

Student Signature: _____ **Date:** _____

SECTION 8: NOTARY/ THIRD PARTY ACKNOWLEDGMENT

You must sign the above statement in the **physical presence** of **one** of the approved parties listed below. Select one of the options and provide any other required documents as indicated below.

Financial Aid Administrator	<p>The Financial Aid Administrator must witness your signature of the above statement. Do not sign this document until you are physically in the presence of a UNR Financial Aid Administrator.</p> <p>Required Document(s): Student must present an unexpired valid, government issued photo ID, such as, but not limited to, a <u>driver's license</u>, <u>state issued ID</u>, or <u>Passport</u>. A copy of the presented ID must accompany this document at its submission.</p> <p>FAA Signature: _____ Date: _____</p>
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Notary Public	<p>The notary must witness your signature of the above statement. Do not sign this document until you are physically in the presence of the notary.</p> <p>Required Document(s): Student must present an unexpired valid, government issued photo ID, such as, but not limited to, a <u>driver's license</u>, <u>state issued ID</u>, or <u>Passport</u>. A copy of the presented ID must accompany this document at its submission.</p> <p style="text-align: center;">Notary's Certificate of Acknowledgment</p> <p>In the State of _____ and City/County of _____</p> <p>On _____ (<i>date</i>), before me, _____ (<i>Notary's Name</i>), personally appeared, _____ (<i>Signer's Name</i>), and proved to me because of satisfactory evidence of identification, _____ (<i>Type of ID Provided to Notary</i>) to be the above named person who signed the forgoing instrument.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="border: 1px solid black; width: 30%; height: 80px; margin-bottom: 10px;"> <p style="text-align: center; font-size: small;">(<i>Notary's Seal</i>)</p> </div> <div style="text-align: right;"> <p>WITNESS my hand and official seal,</p> <p>_____ (<i>Notary Signature</i>)</p> <p>My commission expires on _____ (<i>Date of Expiration</i>)</p> </div> </div>
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SUBMIT COMPLETED DOCUMENTS TO <i>(electronic submission not accepted)</i>	MAIL: University of Nevada, Reno - Financial Aid MS 0076 Reno, Nevada 89557-0076	IN PERSON: Office of Financial Aid & Scholarships 3 rd Floor Fitzgerald Student Services Building
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