



**FINANCIAL AID  
& SCHOLARSHIPS**

# 2023-2024 V-5 INDEPENDENT VERIFICATION WORKSHEET

Revised: 11/14/2022  
Page 1 of 4

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

## SECTION 1: DEMOGRAPHIC AND MARITAL STATUS

Based on the answers you provided on the FAFSA Application, you were determined to be an independent student. Answer the questions below about your demographic and marital status.

As of the day you submitted your FAFSA, what was your marital status?	
	<b>Married</b> - <i>Must provide spouse's information below.</i>
	<b>Married, but separated and not living together with their spouse</b> Date of Separation (MM/YYYY): _____ <i>Do not provide spouse's information below. Selecting this option may require additional supportive documentation at a later date.</i>
	<b>Divorced</b> - <i>Do not provide spouse's information below. Selecting this option may require additional supportive documentation at a later date.</i> Date Divorce Finalized (MM/YYYY): _____
	<b>Single/Never Married</b> - <i>Do not provide spouse's information below.</i>
	<b>Widowed</b> - <i>Do not provide spouse's information below. Selecting this option may require additional supportive documentation at a later date.</i> Date of Spouse's Death (MM/YYYY): _____

If the option you selected above indicates your spouse's information is required, enter the requested information below.

Spouse, Full Name:		Age:	
Is this person enrolled in college?	YES*    NO	*If YES, are they at least half-time?	YES    NO
College:	FAFSA School Code:		

## SECTION 2: HOUSEHOLD SIZE

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

*\*(Other Dependents not your 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:

\*If more than three dependents, use the additional boxes provided on page 2.



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Student Name: \_\_\_\_\_

NSHE ID: \_\_\_\_\_

**SECTION 2: HOUSEHOLD SIZE (CONT.)**

4. Full Name:	5. Full Name:	6. 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:

**SECTION 3: 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, <b>OR</b> a <u>signed</u> copy of your 2021 IRS 1040 form(s), <b>AND</b> Schedule 1, Schedule 2, Schedule 3, Schedule C, Schedule F and/or Schedule K ( <i>schedules as applicable</i> )								
	I amended ( <i>corrected after initially filing</i> ) my 2021 taxes with the IRS.	a <u>signed</u> copy of your 2021 IRS 1040X, <b>AND</b> a <u>signed</u> copy of the original 2021 IRS 1040 form, and Schedules 1, 2, 3, C, F, and/or K ( <i>schedules as applicable</i> ) <b>OR</b> 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> <p style="text-align: center;"><i>-and-</i></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> )								

**SECTION 4: 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 <b>rollover</b> ? A <b>rollover</b> occurs when you withdraw assets from one retirement plan and contribute it, within 60 days, to another retirement plan.	<b>YES*</b> NO
<b>*If YES, attach a copy of your IRS 1099-R</b>	

SPOUSE RESPONSE ( <i>if filed separately</i> )	
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 <b>rollover</b> ? A <b>rollover</b> occurs when you withdraw assets from one retirement plan and contribute it, within 60 days, to another retirement plan.	<b>YES*</b> NO
<b>*If YES, attach a copy of your IRS 1099-R</b>	



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 NSHE ID: \_\_\_\_\_

**SECTION 5: SPOUSE TAX STATUS AND DOCUMENTS REQUIRED**

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

Option	Option Description	Documents Required								
	I am not required to provide spouse information as indicated on page 1 of this form.	N/A								
	My spouse filed jointly with me ( <i>student</i> ) and has already provided their tax information either via the IRS Data Retrieval Tool ( <i>DRT</i> ), or through my tax documents attached above.	N/A								
	My spouse filed separately and chose not to use or were not able to use the IRS Data Retrieval Tool ( <i>DRT</i> ) to import their 2021 tax data and entered it manually.	An official 2021 IRS Tax Return Transcript, <b>OR</b> a signed copy of your 2021 IRS 1040 form(s), <b>AND</b> Schedule 1, Schedule 2, Schedule 3, Schedule C, Schedule F and/or Schedule K ( <i>schedules as applicable</i> )								
	My spouse filed separately and amended ( <i>corrected after initially filing</i> ) their 2021 taxes with the IRS.	a signed copy of your 2021 IRS 1040X, <b>AND</b> 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> ) <b>OR</b> your 2021 IRS Tax Return Transcript								
	My spouse <u>was</u> employed in 2021 and <u>was not</u> required to file a 2021 IRS Tax Return, nor was their income reported on my ( <i>student</i> ) 2021 tax documents.	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: 10px 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-            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></p>	Employer Name	Wages Earned	1.	\$	2.	\$	3.	\$
Employer Name	Wages Earned									
1.	\$									
2.	\$									
3.	\$									
	My spouse <u>was not</u> employed in 2021 and <u>was not</u> required to file a 2021 IRS Tax Return, nor are they listed on my ( <i>student</i> ) 2021 tax documents.	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>								

**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: \_\_\_\_\_



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Student Name: \_\_\_\_\_  
NSHE ID: \_\_\_\_\_

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**SECTION 1: 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 2: 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.

<b>Financial Aid Administrator</b>	<p><b>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.</b></p> <p><b>Required Document(s):</b> 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><b>FAA Signature:</b> _____ <b>Date:</b> _____</p>
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<b>Notary Public</b>	<p><b>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.</b></p> <p><b>Required Document(s):</b> 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;"><b>Notary's Certificate of Acknowledgment</b></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-start; margin-top: 20px;"> <div style="border: 1px solid black; width: 30%; height: 80px; text-align: center; margin-bottom: 10px;"> <p><i>(Notary's Seal)</i></p> </div> <div style="text-align: center;"> <p><b>WITNESS</b> my hand and official seal,</p> <p>_____</p> <p><i>(Notary Signature)</i></p> </div> </div> <p>My commission expires on _____ (<i>Date of Expiration</i>)</p>
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<p><b>SUBMIT COMPLETED DOCUMENTS TO</b> <i>(electronic submission not accepted)</i></p>	<p>University of Nevada, Reno - Financial Aid <b>MAIL:</b> MS 0076 Reno, Nevada 89557-0076</p>	<p><b>IN PERSON:</b> Office of Financial Aid &amp; Scholarships 3<sup>rd</sup> Floor Fitzgerald Student Services Building</p>
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