



2018-2019 V1 – Standard Verification Worksheet
Federal Student Aid Program

Your application was selected for review in a process called verification. Federal law requires the school to compare your FAFSA with the information on this worksheet and with any other required documents. If necessary, the school will make corrections. You will receive an updated Student Aid Report from the federal Central Processing System (CPS) if corrections are made.

Check the appropriate box to indicate your dependency status:

- Dependent student - means parent information was used to complete the FAFSA.
Independent student - means parent information was not used to complete the FAFSA.

Section A: Student Information

Form with fields for Last Name, First Name, M.I., Social Security Number, Address, Date of Birth, City, State, Zip Code, and Phone Number.

Section B: Family Information

For Dependent Students

- List the people in your parent(s) household. Include:
- 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, 2018 through June 30, 2019, or if the other children would be required to provide parental information if they were completing a FASFA for 2018-19, 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 do so through June 30, 2019.

For Independent Students

- List the people in your household. Include:
- Yourself, and your spouse, if married.
- Your children, if you will provide more than half of their support from July 1, 2018 through June 30, 2019, even if they do not live with you.
- Other people if they now live with you and you provide more than half of their support and will continue to do so through June 30, 2019.

Table with 4 columns: FULL NAME, AGE, RELATIONSHIP, COLLEGE CURRENTLY ATTENDING. Includes pre-filled row for 'Self (Student)' at 'Judson College'.

Section C: Tax Return Information

For Student

- I filed a 2016 tax return. If you used the Data Retrieval Tool (DRT) when completing the FAFSA and your 2016 income information was successfully transferred to the FAFSA, we do not need a copy of your IRS Tax Transcript; **however, if your information was not successfully transferred to the FAFSA we must have a copy of your 2016 IRS Tax Transcript, or if you transferred the information but changed any tax information on the FAFSA afterwards.** If you did not use the DRT when completing the FAFSA you still have the option do to so. Log back onto the FAFSA website and go to the income section and follow the instructions. If you have requested a filing extension you must contact our office.
- I have NOT filed and I am NOT required to file a 2016 tax return. I am attaching copies of all 2016 W-2 forms and I am listing below any sources and amounts of earned income from work in 2016 for any employer that did not issue me a W-2 form (Use a separate piece of paper if needed).

Employer's Name	2016 Amount Earned	Employer's Name	2016 Amount Earned

For Dependent Student's Parents (for parent/stepparent to complete if student is considered a dependent student)

- Parents: I filed a 2016 tax return. If you used the Data Retrieval Tool (DRT) when completing the FAFSA and your 2016 income information was successfully transferred to the FAFSA, we do not need a copy of your IRS Tax Transcript; **however, if your information was not successfully transferred to the FAFSA we must have a copy of your 2016 IRS Tax Transcript, or if you transferred the information but changed any tax information on the FAFSA afterwards.** If you did not use the DRT when completing the FAFSA you still have the option do to so. Log back onto the FAFSA website and go to the income section and follow the instructions. If you have requested a filing extension you must contact our office.
- Parents: I have NOT filed and I am NOT required to file a 2016 tax return. I am attaching copies of all 2016 W-2 forms and I am listing below any sources and amounts of earned income from work in 2016 for any employer that did not issue me a W-2 form (Use a separate piece of paper if needed).

Employer's Name	2016 Amount Earned	Employer's Name	2016 Amount Earned

For Independent Student's Spouse (for spouse to complete if student is married)

- Spouse: If you used the Data Retrieval Tool (DRT) when completing the FAFSA and your 2016 income information was successfully transferred to the FAFSA, we do not need a copy of your IRS Tax Transcript; **however, if your information was not successfully transferred to the FAFSA we must have a copy of your 2016 IRS Tax Transcript, or if you transferred the information but changed any tax information on the FAFSA afterwards.** If you did not use the DRT when completing the FAFSA you still have the option do to so. Log back onto the FAFSA website and go to the income section and follow the instructions. If you have requested a filing extension you must contact our office.
- Spouse: I have NOT filed and I am NOT required to file a 2016 tax return. I am attaching copies of all 2016 W-2 forms and I am listing below any sources and amounts of earned income from work in 2016 for any employer that did not issue me a W-2 form (Use a separate piece of paper if needed).

Employer's Name	2016 Amount Earned	Employer's Name	2016 Amount Earned

Section D: Sign this Worksheet

Each person signing this form certifies that all the information reported on it is complete and correct. The student and at least one parent (if dependent) 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: _____ Date: _____

Parent (if parent information is being used): _____ Date: _____