

2020–2021 Verification Worksheet: Independent Student

Step 1 - Student Information:

Student's Name (First, MI, Last)

Student's ID #

Student's Address (include apt. #)

City

State

Zip Code

Date of Birth

Student's Primary Phone # (include area code)

Student's Primary Email Address

Step 2 – Household Information:

Carefully read the following instructions, and in the table below, report:

- Yourself
- Your spouse (if you are married)
- Your children if you will provide more than half of their support from July 1, 2020 through June 30, 2021
- Other people only if they live with you and you or your spouse provide more than half of their support and will continue to do so from July 1, 2020 through June 30, 2021
- Provide college information for those students attending at least half-time during 2020-21 in a program leading to a degree, diploma, or certificate

If more space is needed, attach a separate page with the student's name and Student ID Number at the top.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>	<i>Central University</i>	<i>Yes</i>
		<i>Self</i>		

Step 3 – Student’s Tax Filing Status – Calendar Year 2018:

Have you or will you be required to file a 2018 U.S. federal tax return?

_____ **YES**

_____ **NO, and I had no earnings from work.** In addition to completing this form, please also submit a “*Verification of Nonfiling (VNF) Letter*” from the IRS dated on or after October 1, 2020, attesting that you did not file a 2018 IRS tax return. You may obtain one here: <https://www.irs.gov/individuals/get-transcript>.

_____ **NO, but I had some earnings from work.** In addition to completing this form, please submit a copy of all W-2 forms received for 2018 as well as a “*Verification of Nonfiling (VNF) Letter*” from the IRS dated on or after October 1, 2020, attesting that they did not file a 2018 IRS tax return. You may obtain one here: <https://www.irs.gov/individuals/get-transcript>.

Step 4 – Spouse’s Tax Filing Status – Calendar Year 2018:

If you are married, has your spouse filed or will they be required to file a 2018 U.S. federal income tax return?

_____ **YES**

_____ **NO, and they had no earnings from work.** In addition to completing this form, please also submit a “*Verification of Nonfiling (VNF) Letter*” from the IRS dated on or after October 1, 2020, attesting that you did not file a 2018 IRS tax return. One may be obtained here: <https://www.irs.gov/individuals/get-transcript>.

_____ **NO, but they had some earnings from work.** In addition to completing this form, please submit a copy of all W-2 forms received for 2018 as well as a “*Verification of Nonfiling (VNF) Letter*” from the IRS dated on or after October 1, 2020, attesting that they did not file a 2018 IRS tax return. One may be obtained here: <https://www.irs.gov/individuals/get-transcript>.

Step 5 – Certification:

I certify all the information reported is complete and correct (the student and student’s spouse, if married, must sign). A hand written signature, not typed, is required:

Student Signature _____ **Date** _____

Spouse Signature (if married) _____ **Date** _____