

2019–20 FAFSA Verification Worksheet

Return this worksheet and all required documentation to Financial Aid at the address below, email it to financialaid@clarkssummitu.edu, or fax it to 570-585-9226.

Student Information

Name _____ Last 4 digits of SSN _____

Street Address _____

City/State/Zip _____

Date of Birth _____

Student Phone _____ Parent Phone _____

Student Email _____ Parent Email _____

Family Information

List all the people in your household. Also indicate if any family member will be enrolled at least half-time (typically 6 or more credits per semester) in a degree, diploma, or certificate program at an eligible post-secondary educational institution any time between July 1, 2019 and June 30, 2020. If more space is needed, attach a separate sheet of paper with your name and last 4 digits of your SSN at the top.

Include:

- Yourself
- Your parent(s) that you live with.
- Your parent(s) other children if your parents will provide more than half of their support from July 1, 2019 through June 30, 2020.
- Other people if they now live with your parents and your parents provide more than half of their support and will continue to provide more than half of their support through June 30, 2020.

Name	Age	Relationship	College / University Name	Enrolled at Least Half Time?
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary education institutions is inaccurate.



Tax and Income Information

<u>Student</u>	<u>Parent</u>	<u>Action Required</u>
<input type="checkbox"/>	<input type="checkbox"/>	I filed a 2017 federal income tax return and used the IRS Data Retrieval Tool (DRT) on my FAFSA. In most cases, no further documentation is needed.
<input type="checkbox"/>	<input type="checkbox"/>	I filed a 2017 federal income tax return and DID NOT use the IRS Data Retrieval Tool (DRT) on my FAFSA. You must attach your 2017 IRS Tax Return Transcript. Visit www.irs.gov/individuals/get-transcript. Be sure to request a "Return Transcript" and NOT an "Account Transcript." You may also request by phone: 800-908-9946
<input type="checkbox"/>	<input type="checkbox"/>	I did not file a 2017 federal income tax return. A Verification of Non-filing Letter from the IRS is required if your parent(s) did not file and were not required to file a 2017 Income Tax Return with the IRS. To request a Verification of Non-filing Letter, visit www.irs.gov/individuals/get-transcript.

Tip: If parents filed separate 2017 IRS income tax returns, the IRS DRT cannot be used. 2017 IRS Tax Return Transcripts must be provided for each parent.

If you and/or your parent(s) worked in 2017 but were not required to file a federal income tax return, please complete the following chart and attach your W-2s. List every employer, even if the employer did not issue a W-2.

Student	Parent	Employer	2017 Amount Earned
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Certification

Each person signing this form certifies that all the information reported is complete and accurate to the best of their knowledge. The student and one parent must sign and date. If you purposely give false or misleading information on this worksheet, you could be fined, sentenced to jail, or both.

Student Signature _____ Date _____

Parent Signature _____ Date _____

