

2020–21 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 _____

Student Email _____

Family Information

List all the people in your household. Also indicate if any family member will be enrolled at least half-time at a college or university between July 1, 2020 and June 30, 2021. 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 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 if they live with you and you will provide more than half of their support through June 30, 2021.

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



Tax and Income Information

<u>Student</u>	<u>Spouse</u>		<u>Action Required</u>
<input type="checkbox"/>	<input type="checkbox"/>	I filed a 2018 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 2018 federal income tax return and DID NOT use the IRS Data Retrieval Tool (DRT) on my FAFSA.	You must attach your 2018 IRS Tax Return Transcript. Visit www.irs.gov/individuals/get-transcript . Be sure to request a "Return Transcript" NOT an "Account Transcript." You may also request by phone: 800-908-9946
<input type="checkbox"/>	<input type="checkbox"/>	I did not file a 2018 federal income tax return.	A Verification of Non-filing Letter from the IRS is required if you did not file and were not required to file a 2018 Income Tax Return with the IRS. To request a Verification of Non-filing Letter, visit www.irs.gov/individuals/get-transcript .

Tip: If you and your spouse filed separate 2018 IRS income tax returns, the IRS DRT cannot be used. Your 2018 IRS Tax Return Transcripts must be provided.

If you and/or your spouse worked in 2018 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	Spouse	Employer	2018 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

I certify that all the information reported is complete and accurate to the best of my knowledge. The student and spouse (if applicable) 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 _____

Spouse Signature _____ Date _____

