

**2020-2021**

**DEPENDENT STUDENT VERIFICATION WORKSHEET**

**DVER**

Your Financial Aid application has been selected for review in a process called Verification. We will compare information from your FAFSA data with a signed copy of this form and other financial documents you submit. The law says we have the right to ask for this information before awarding federal aid. If needed, we will make corrections to your FAFSA electronically.

**INSTRUCTIONS:** (Complete all sections of this worksheet in **FULL-PRINT NEATLY**. Illegible forms will not be processed.)

1. Students and/or Parent(s) that filed taxes in 2018 must provide 2018 Federal tax information to our office as part of the verification process. Tax information can be provided in one of three ways.
  - a. Log on to [www.fafsa.gov](http://www.fafsa.gov) and link 2018 federal tax information into the FAFSA using the "IRS Data Retrieval Tool"
  - b. Submit a signed copy of 2018 federal tax return
  - c. Request a copy of 2018 federal tax transcript via [irs.gov](http://irs.gov). Requested transcripts must be sent to a home address.
2. All W-2's and Schedules, including Schedule Cs (if self-employed) or a "Wage and Income Transcript" from the IRS, must be included.
3. Parent(s) who were NOT REQUIRED to file taxes in 2018 must complete IRS form 4506-T, and submit the form to the IRS, requesting confirmation of non-tax filing status.
  - a. If the 4506-T is attempted, but no response is received, please contact our office for next steps.
4. To be eligible for Federal and State aid programs, verification documents must be submitted to the Office of Scholarships and Financial Aid prior to your last date of attendance for the academic year (2020-2021).

**A. Dependent Student Information**

		XXX-XX-		/		/	
Student First Name	Last Name	Social Security Number					Date of Birth
				( )			
Address	City	State	ZIP	Phone Number			

**B. Dependent Student Household Confirmation**

List **ALL** the people in your parent(s) household only if the items listed below apply, along with their relationship to you and their ages. If any of your household members under 24 is attending college at least half time between July 1, 2020 and June 30, 2021, please indicate the school. Attach additional pages if necessary. Members of your household should include:

- Yourself
- Your parent(s)/step-parent, even if you don't live with them.
  - If your biological or adoptive parents are living together, but are **NOT** married, **BOTH** are required to be listed below, and **BOTH** should be included on your FAFSA
- Your parents' other children, even if they don't live with them, if:
  - Your parents will provide more than half of their support from July 1, 2020 through June 30, 2021
  - They are under 24 years of age and are not married
- Other people if they live with your parents and your parents will provide more than half of their support from July 1, 2020 to June 30, 2021 (*Attach additional page, if necessary*)
- **Please fill out completely, and sign (2<sup>nd</sup> page), or it will delay the verification and award process**

Full Names (yours and household members)	Age	Relationship	College
		<b>Me, the student</b>	<b>UW-Parkside</b>

### C. Student's Income Information to be verified

Check a box below which best describes your tax filing status for 2018. If you had earnings in 2018, you **MUST** also provide copies of your 2018 W-2's and/or Schedules, including Schedule Cs (if self-employed) with this form.

- a)  I filed a 2018 Federal IRS Tax Return
- I have included all of my 2018 W-2's and/or Schedules, including Schedule Cs (if self-employed).
  - I am submitting my 2018 Federal Tax information via:  
 2018 IRS Tax Transcript/Tax Return (**SIGNED**)  Used the IRS Data Retrieval Tool in the FAFSA
- b)  I had earnings in 2018, but was not required to file a 2018 Federal IRS Tax Return
- I have included copies of all of my **2018 W-2's**
- c)  I was not employed in 2018 and was not required to file a 2018 Federal IRS Tax Return

### D. Parent's Income Information to Be Verified

Check a box below which best describes your parent(s) tax filing status for 2018. If your parent(s) had earnings in 2018, you **MUST** also provide copies of your parent(s) 2018 W-2's and/or Schedules, including Schedule Cs (if self-employed) with this form. **If your parent married in 2019, they must also provide their new spouse's tax information for 2018.**

- a)  My parent(s) filed a 2018 Federal IRS Tax Return
- I have included all of my parent(s) 2018 W-2's and/or Schedules, including Schedule Cs (if self-employed)
  - I am submitting my parent(s) 2018 Federal Tax information via:  
 Parent(s) 2018 IRS Tax Transcript/Tax Return (**SIGNED**)  Used the IRS Data Retrieval Tool
- b)  My parent(s) had earnings in 2018, but was/were not required to file a 2018 Federal IRS Tax Return
- I have included copies of all of my parent(s) 2018 W-2's
  - I am submitting the **IRS Verification of Non-Filing Letter** confirming non-tax filing status for 2018
- c)  My parent(s) was not employed in 2018 and was not required to file a 2018 Federal IRS Tax Return
- I am submitting the **IRS Verification of Non-Filing Letter** confirming non-tax filing status for 2018.

### E. Signatures

By signing this worksheet, you certify that all the information reported on it is complete and correct. The student and one parent are required to sign.

\_\_\_\_\_  
Student Signature Date

\_\_\_\_\_  
Parent Signature Date

**WARNING:** If you purposely provide false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

**IMPORTANT NOTE:** The verification process can take up to four weeks to complete. Paperwork received within four weeks of the start of the semester may result in late fees due to unpaid tuition. It is in your best interest to submit your paperwork as early as possible.

**Submit this form to: OFFICE OF SCHOLARSHIPS & FINANCIAL AID**

900 Wood Road, Kenosha, WI 53141

Fax: 262-595-2216

Email: [finaid@uwp.edu](mailto:finaid@uwp.edu)