



Dependent Verification Worksheet

Your 2024-2025 Free Application for Federal Student Aid (FAFSA) has been selected for review in a process called verification. In this process, Minot State University (MSU) will compare the information you provided on your FAFSA with the requested documents. If there are discrepancies, corrections will be made to your FAFSA. You will not be offered Federal Financial Aid until the verification process has been completed. Thank you for your cooperation and prompt response.

A. Student Information

Last Name First Name MI Phone Number Student ID#

B. Family Size Information

Family size includes the following:

- The student.
- The student’s parents, even if the student is not living with them. Exclude a parent who has died or is not living in the household because of separation or divorce. Include a parent who is on active duty in the U.S. Armed Forces apart from the family. If your parent is remarried, include your stepparent, even if they do not support you. If your parents are unmarried but live together, list both parents.
- The student’s siblings if the following are true:
 - o They live with the student’s parents (or live apart because of college enrollment);
 - o They receive more than half of their support from the student’s parents; and
 - o They will continue to receive more than half their support from the student’s parents during the award year.
- Other persons if the following are true:
 - o They live with the student’s parents;
 - o They receive more than half their support from the student’s parents; and
 - o They will continue to receive more than half their support from the student’s parents during the award year.

The provided criteria for “dependent children” or “other persons” align with the requirement that family size align with whom the parent could claim as a dependent on a U.S. tax return if the parent were to file a U.S. tax return at the time of completing the 2024-2025 FAFSA. As a result the parent should NOT include any unborn children in the family size.

Family Size: Enter the full names of the people included in your family size, age and relationship to you (student) in the chart below. (If more space is needed, attach a separate sheet)

Full Name	Age	Relationship
		Self

C. Parent(s) Marital Status

Please check the box that represents your parent(s) marital status as of the date the FAFSA was completed:

Single Married (not separated) Remarried Separated Divorced Widowed Unmarried and both parents live together

Month and year of your parent(s) marital status (date married, date of separation, date of divorce, date remarried, etc): _____ / _____
Month Year

D. Untaxed Income

If your 2022 Income Tax Return contained a ROLLOVER from an Untaxed Portion of IRA Distributions and/or Untaxed Portions of Pensions, please enter the amount of the rollover or zero if you did not have a ROLLOVER in 2022.

Student/Spouse ROLLOVER: \$ _____

Parent/Parent Spouse ROLLOVER (if applicable): \$ _____

E. Verification Of 2022 Income

STUDENT	PARENT	PARENT'S SPOUSE (if applicable)
<p>Check the box that applies:</p> <p>I filed a 2022 Federal IRS Tax Return, Form 1040, and consented to have my Federal Tax Information (FTI) imported from the IRS to the FAFSA.</p> <p>I filed a 2022 Federal IRS Tax Return, Form 1040, and was unable to import my FTI from the IRS to the FAFSA. I have submitted a signed copy of my 2022 Federal IRS Tax Return, all applicable schedules 1, 2 and/or 3, and my 2022 W-2 Form(s).</p> <p>I was not employed in 2022, did not have income, and was not required to file a 2022 Federal IRS Tax Return.</p> <p>I was employed in 2022 and had income but was not required to file a 2022 Federal IRS Tax Return.</p> <ul style="list-style-type: none"> List all 2022 employment sources below even if the employer did not issue an IRS W-2 Form. Income earned from work includes: Wages, Salaries, Tips, etc. Provide copies of all 2022 IRS W-2 forms issued to you by your employer. <p>EMPLOYER'S NAME: _____</p> <p>Is a 2022 IRS W-2 provided? Yes No Annual Amount Earned in 2022: \$ _____</p> <p>EMPLOYER'S NAME: _____</p> <p>Is a 2022 IRS W-2 provided? Yes No Annual Amount Earned in 2022: \$ _____</p> <p>EMPLOYER'S NAME: _____</p> <p>Is a 2022 IRS W-2 provided? Yes No Annual Amount Earned in 2022: \$ _____</p> <p>Total amount earned from work: \$ _____</p>	<p>Check the box that applies:</p> <p>The student's parent filed a 2022 Federal IRS Tax Return, Form 1040, and consented to have their Federal Tax Information (FTI) imported from the IRS to the FAFSA.</p> <p>The student's parent filed a 2022 Federal IRS Tax Return, Form 1040, and was unable to import their FTI from the IRS to the FAFSA. They have submitted a signed copy of their 2022 Federal IRS Tax Return, all applicable schedules 1, 2 and/or 3, and their 2022 W-2 Form(s).</p> <p>The student's parent was not employed in 2022, did not have income, and was not required to file a 2022 Federal IRS Tax Return.</p> <p>The student's parent was employed in 2022 and had income but was not required to file a 2022 Federal IRS Tax Return.</p> <ul style="list-style-type: none"> List all 2022 employment sources below even if the employer did not issue an IRS W-2 Form. Income earned from work includes: Wages, Salaries, Tips, etc. Provide copies of all 2022 IRS W-2 forms issued by the employer. <p>EMPLOYER'S NAME: _____</p> <p>Is a 2022 IRS W-2 provided? Yes No Annual Amount Earned in 2022: \$ _____</p> <p>EMPLOYER'S NAME: _____</p> <p>Is a 2022 IRS W-2 provided? Yes No Annual Amount Earned in 2022: \$ _____</p> <p>EMPLOYER'S NAME: _____</p> <p>Is a 2022 IRS W-2 provided? Yes No Annual Amount Earned in 2022: \$ _____</p> <p>Total amount earned from work: \$ _____</p>	<p>Check the box that applies:</p> <p>The parent's spouse filed a 2022 Federal IRS Tax Return, Form 1040, and consented to have their Federal Tax Information (FTI) imported from the IRS to the FAFSA.</p> <p>The parent's spouse filed a 2022 Federal IRS Tax Return, Form 1040, and was unable to import their FTI from the IRS to the FAFSA. They have submitted a signed copy of their 2022 Federal IRS Tax Return, all applicable schedules 1, 2 and/or 3, and their 2022 W-2 Form(s).</p> <p>The parent's spouse was not employed in 2022, did not have income, and was not required to file a 2022 Federal IRS Tax Return.</p> <p>The parent's spouse was employed in 2022 and had income but was not required to file a 2022 Federal IRS Tax Return.</p> <ul style="list-style-type: none"> List all 2022 employment sources below even if the employer did not issue an IRS W-2 Form. Income earned from work includes: Wages, Salaries, Tips, etc. Provide copies of all 2022 IRS W-2 forms issued by the employer. <p>EMPLOYER'S NAME: _____</p> <p>Is a 2022 IRS W-2 provided? Yes No Annual Amount Earned in 2022: \$ _____</p> <p>EMPLOYER'S NAME: _____</p> <p>Is a 2022 IRS W-2 provided? Yes No Annual Amount Earned in 2022: \$ _____</p> <p>EMPLOYER'S NAME: _____</p> <p>Is a 2022 IRS W-2 provided? Yes No Annual Amount Earned in 2022: \$ _____</p> <p>Total amount earned from work: \$ _____</p>

F. Certification and Signature – Sign and Date this Worksheet

INK SIGNATURE REQUIRED – Typed or electronic signatures will not be accepted. Unsigned documents will be returned.

By signing below, I (we) certify that all the information reported on this worksheet is complete and correct. I (we) understand that purposely giving false or misleading information may result in fines, penalties, and/or reduction or immediate repayment of aid.

Student Signature

Date

Parent Signature

Date

Forms can be submitted in ONE of the following ways:

Submit online via our secure FILEDROP by visiting: [MinotStateU.edu/finaid/verification.shtm](https://minotstateu.edu/finaid/verification.shtm)

Mail to: Minot State University, Financial Aid Office, 500 University Ave W, Minot, ND 58707

Drop Off on Campus: Minot State Financial Aid Office, 2nd floor, Administration Building

Secure Fax: 701-858-4310 • For additional questions: Phone: 800-777-0750 or 701-858-3375 • Email: financialaid@minotstateu.edu