

Dependent 2018-19 Verification Worksheet



Your 2018-19 Free Application for Federal Student Aid (FAFSA) has been selected for review in a process called "Verification". Provide all requested documents to the address, fax number or email address on the reverse side of this form. If there are discrepancies, corrections will be made and your financial aid award may be adjusted. Please be advised that the verification process can take up to two weeks and financial aid cannot be disbursed until the process is complete.

STEP 1 – CONTACT INFORMATION

_____	_____	_____	_____	_____
Last Name	First Name	MI	Date of Birth	Student ID
_____			_____	
Address (include apartment number)			Email Address	
_____	_____	_____	_____	
City	State	Zip	Phone Number	

STEP 2 – HOUSEHOLD INFORMATION

- Student – Write your name and age on the first line.
- **List the names and ages of your parents/step-parents.** If parents are divorced/separated, only supply the name(s) of the parent whose information was used on the FAFSA. If parent is remarried, include step-parent information if they were married at the time the FAFSA was completed. If your legal parents are not married to each other and they live together, include them both on this form.
- **List other children/step-children/** if your parents provide more than 50% of their support from July 1, 2018 through June 30, 2019 **OR** if the child would be required to provide parental information when applying for federal student aid. Do not include foster children.
- **List other people** (grandparent, grandchild or cousin) only if they now live with your parents and your parents provide more than 50% of their support and will continue to provide the support from July 1, 2018 to June 30, 2019.
- Write the name of the college/university for any degree-seeking sibling listed below that will be enrolled **at least half time** between July 1, 2018 and June 30, 2019. **Do not indicate if your sibling is in high school and taking college courses, or if your parent is attending college.**

Full Name	Age	Relationship to Student	Attending College	Name of the College <small>If enrolled at least half-time during 2018-19.</small>
		Self	<input type="checkbox"/> Yes <input type="checkbox"/> No	MSU
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	

Did any of the persons listed above on this worksheet PAY child support in 2016? Yes No If yes, complete the information below:

Name of Person Who Paid Child Support	Name of Person To Whom Child Support was Paid	Name and age of Child for Whom Support was Paid	Total Amount of Child Support Paid for 2016

FEDERAL WORK-STUDY FUNDS

Did you earn Federal Work-Study funds in 2016? Yes No If yes, total amount earned in 2016. \$ _____
You must submit a copy of your W-2(s) for these earnings.

ACTIVE DUTY STATUS

Yes No Are either of your parents (whose information was provided on the FAFSA) currently serving in the U.S. Armed Forces or are a National Guard or Reserves enlistee who are on active duty for other than state or training purposes. (Answer "No" if either parents are a National Guard or Reserves enlistee who is on active duty for state or training purposes).

STEP 3 – TAX INFORMATION

Student	Parent 1	Parent 2
<input type="checkbox"/> I filed a 2016 IRS Tax Return <u>and...</u> (select one below) <input type="checkbox"/> I used IRS data retrieval or <input type="checkbox"/> I did not use IRS data retrieval and am attaching my 2016 IRS Tax Return Transcript. ~~~~~ <input type="checkbox"/> I did not file a 2016 federal tax return <u>and...</u> (select one below) <input type="checkbox"/> I worked in 2016, but was not required to file a 2016 federal tax return or <input type="checkbox"/> I did not work in 2016 and did not file a 2016 federal tax return.	<input type="checkbox"/> I filed a 2016 IRS Tax Return <u>and...</u> (select one below) <input type="checkbox"/> I used IRS data retrieval or <input type="checkbox"/> I did not use IRS data retrieval and am attaching my 2016 IRS Tax Return Transcript. ~~~~~ <input type="checkbox"/> I did not file a 2016 federal tax return, am attaching my 2016 IRS Verification of Non-filing Letter <u>and...</u> (select one below) <input type="checkbox"/> I worked in 2016, but was not required to file a 2016 federal tax return or <input type="checkbox"/> I did not work in 2016 and did not file a 2016 federal tax return.	<input type="checkbox"/> I filed a 2016 IRS Tax Return <u>and...</u> (select one below) <input type="checkbox"/> I used IRS data retrieval or <input type="checkbox"/> I did not use IRS data retrieval and am attaching my 2016 IRS Tax Return Transcript. ~~~~~ <input type="checkbox"/> I did not file a 2016 federal tax return, am attaching my 2016 IRS Verification of Non-filing Letter <u>and...</u> (select one below) <input type="checkbox"/> I worked in 2016, but was not required to file a 2016 federal tax return or <input type="checkbox"/> I did not work in 2016 and did not file a 2016 federal tax return.

2016 Federal Tax Return Transcripts and 2016 IRS Verification of Non-filing Letters can be requested from

<https://www.irs.gov/individuals/get-transcript>.

STEP 4 - INCOME INFORMATION

Non-Tax Filers: If you were not required to file a return but worked during 2016, list all employers and the amounts earned below. You must also submit copies of your 2016 W-2's.

List all 2016 employers and amounts earned in the box below, even if no W-2 was issued. Attach a separate page with the student's name and student ID if more space is needed.

2016 Income	2016 Employer Name	2016 Wages (Use box 1 on Form W-2. If no W-2 was issued, list all earnings from job.)
Student		\$
		\$
Parent 1 (as listed on the FAFSA)		\$
		\$
Parent 2 (as listed on the FAFSA)		\$
		\$

STEP 5 - SIGN AND DATE THIS WORKSHEET

By signing below, I/we certify that all the information reported on this worksheet is complete and correct. **The student and one parent must sign (for dependent students).** **WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both. WET SIGNATURE REQUIRED (Electronic signatures will not be accepted.)**

Student Signature

Date

Parent Signature

Date

Forms can be dropped off, mailed, faxed, or emailed securely.

*If you choose to email any documents to the Financial Aid Office, you must use the following secure filedrop link located here:

minotstateu.edu/finaid/verification.shtml

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

Phone: 1-800-777-0750 or 701-858-3375 • Fax: 701-858-4310 • For additional questions, e-mail: Amanda.Allard@minotstateu.edu