



Dependent 2019-20 Verification Worksheet

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, 2019 through June 30, 2020 **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, 2019 to June 30, 2020.
- 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, 2019 and June 30, 2020. **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 If enrolled at least half-time during 2019-20.
		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 2017? 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 2017

FEDERAL WORK-STUDY FUNDS

Did you earn Federal Work-Study funds in 2017? Yes No If yes, total amount earned in 2017. \$ _____

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 parent 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 2017 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 I am attaching my 2017 IRS Tax Return Transcript. ~~~~~ <input type="checkbox"/> I did not file a 2017 federal tax return <u>and...</u> (select one below) <input type="checkbox"/> I worked in 2017, but I was not required to file a 2017 federal tax return or <input type="checkbox"/> I did not work in 2017 and I did not file a 2017 federal tax return.	<input type="checkbox"/> I filed a 2017 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 I am attaching my 2017 IRS Tax Return Transcript. ~~~~~ <input type="checkbox"/> I did not file a 2017 federal tax return, I am attaching my 2017 IRS Verification of Non- Filing Letter <u>and...</u> (select one below) <input type="checkbox"/> I worked in 2017, but I was not required to file a 2017 federal tax return or <input type="checkbox"/> I did not work in 2017 and I did not file a 2017 federal tax return.	<input type="checkbox"/> I filed a 2017 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 I am attaching my 2017 IRS Tax Return Transcript. ~~~~~ <input type="checkbox"/> I did not file a 2017 federal tax return, I am attaching my 2017 IRS Verification of Non- Filing Letter <u>and...</u> (select one below) <input type="checkbox"/> I worked in 2017, but I was not required to file a 2017 federal tax return or <input type="checkbox"/> I did not work in 2017 and I did not file a 2017 federal tax return.

2017 Federal Tax Return Transcripts and 2017 IRS Verification of Non-Filing Letters can be requested from <https://www.irs.gov/individuals/get-transcript>.

STEP 4 - INCOME INFORMATION (Only complete if you did not file a 2017 Federal Tax Return)

Non-Tax Filers: If you were not required to file a return but worked during 2017, list all employers and the amounts earned below. You must also submit copies of your 2017 W-2's. List all 2017 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.

2017 Income	2017 Employer Name	2017 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 submitted in ONE of the following ways:

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

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

Submitting online via our secure filedrop by visiting: minotstate.edu/finaid/verification.shtm

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