



Independent Verification Worksheet

A. Student Information

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

B. Household Information

FULL NAME: Write the names of the people in your household in the chart below. (If more space is needed, provide a separate page.)

1. Include yourself.
2. Include your spouse, if you are married.
3. Include your children and your spouse's children, if you or your spouse will provide **more than half** of the child's support from July 1, 2023 through June 30, 2024, even if the child does not live with you.
4. Include other dependents if they now live with you and you will continue to provide more than half of their support through June 30, 2024.

AGE: Write the age of each household member.

RELATIONSHIP: Write the relationship of each household member to the student.

COLLEGE: List the name of the college/university for any household member who is or will be enrolled at least half time (usually 6 or more credits) between July 1, 2023 and June 30, 2024. List only those who are enrolled in a degree, diploma, or certificate program at an eligible post-secondary institution. Do not indicate that your children are attending college if they are in high school and taking college courses.

Full Name	Age	Relationship	College	Will be enrolled at least half time
		Self	Minot State University	<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
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

If more space is needed for Household Information, please attach a separate sheet.

FEDERAL WORK-STUDY FUNDS (CAMPUS EMPLOYMENT)

Yes No – Did you earn Federal Work-Study funds in 2021?

If yes, enter the total amount earned in 2021. \$ _____

**You must submit a copy of your W-2(s) for these earnings.*

ACTIVE DUTY STATUS

Yes No – Are you and/or spouse currently serving in the U.S. Armed Forces or are a National Guard or Reserves enlistee who is/are on active duty? (Answer "No" if you/spouse are a National Guard or Reserves enlistee who is on active duty for state or training purposes).

If yes, list the month and year you and/or spouse began active duty. _____

Month/Year

C. Tax Information

STUDENT – select only one	SPOUSE – select only one																
<p style="text-align: center;">If you filed a 2021 IRS Tax Return, mark one box:</p> <p><input type="checkbox"/> I used IRS Data Retrieval Tool (DRT) on my FAFSA.</p> <p><input type="checkbox"/> I did not use the IRS DRT initially, but have now made corrections to my FAFSA using that process.</p> <p><input type="checkbox"/> I did not use the IRS DRT and I am attaching my 2021 IRS Tax Return Transcript* or a signed copy of my 2021 income tax return and applicable tax schedules 1, 2, 3.</p> <hr style="border-top: 1px dashed black;"/> <p style="text-align: center;">If you DID NOT file a 2021 IRS Tax Return, mark one box:</p> <p><input type="checkbox"/> I did not work in 2021 and I was not required to file a 2021 IRS federal tax return. Attached is my IRS Verification of Non-filing letter.**</p> <p><input type="checkbox"/> I worked in 2021, but I was not required to file a 2021 IRS federal tax return. Attached are all of my 2021 W-2s and my IRS Verification of Non-filing letter.**</p> <p style="background-color: yellow;">List 2021 employment sources below:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 60%;">EMPLOYER'S NAME</th> <th style="text-align: left; width: 40%;">2021 INCOME</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> </tbody> </table>	EMPLOYER'S NAME	2021 INCOME	_____	_____	_____	_____	_____	_____	<p style="text-align: center;">If you filed a 2021 IRS Tax Return, mark one box:</p> <p><input type="checkbox"/> I used IRS Data Retrieval Tool (DRT) on my FAFSA.</p> <p><input type="checkbox"/> I did not use the IRS DRT initially, but have now made corrections to my FAFSA using that process.</p> <p><input type="checkbox"/> I did not use the IRS DRT and I am attaching my 2021 IRS Tax Return Transcript* or a signed copy of my 2021 income tax return and applicable tax schedules 1, 2, 3.</p> <hr style="border-top: 1px dashed black;"/> <p style="text-align: center;">If you DID NOT file a 2021 IRS Tax Return, mark one box:</p> <p><input type="checkbox"/> I did not work in 2021 and I was not required to file a 2021 IRS federal tax return. Attached is my IRS Verification of Non-filing letter.**</p> <p><input type="checkbox"/> I worked in 2021, but I was not required to file a 2021 IRS federal tax return. Attached are all of my 2021 W-2s and my IRS Verification of Non-filing letter.**</p> <p style="background-color: yellow;">List 2021 employment sources below:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 60%;">EMPLOYER'S NAME</th> <th style="text-align: left; width: 40%;">2021 INCOME</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> </tbody> </table>	EMPLOYER'S NAME	2021 INCOME	_____	_____	_____	_____	_____	_____
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D. 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

***Tax Return Transcripts** can be requested online at: www.irs.gov, click "Get Your Tax Record," click "Get Transcript Online," or by mail, click "Get Transcript by Mail," or by phone, 1-800-908-9946, or by completing an IRS form 4506-T at www.irs.gov/forms-pubs/about-form-4506-t and click on Form 4506-T. Complete questions 1-4, 5 is your student ID number, 6 (Transcript requested - 1040), check box 6a, 9 (year requested 12/31/2021).

****To request a Non-filing letter** go to www.irs.gov/forms-pubs/about-form-4506-t click on 4506-T, complete questions 1-4, 5 is your student ID number, check box 7, 9 (Year requested - 12/31/2021).

Forms can be submitted in ONE of the following ways:

Submit online via our secure FILEDROP by visiting: MinotStateU.edu/financialaid/verification.shtml

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