



FINANCIAL AID OFFICE
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2020-2021 Verification Worksheet

Your 2020-21 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. You must complete and sign this worksheet, attach any required documents and submit them to the La Salle University Financial Aid Office. Due to federal regulation, NO financial aid will be disbursed for a student until the verification process is complete.

Student's Information

| | | | |
|---------------------------------------|------------|----------|--------------------------------|
| Last Name | First Name | M.I. | La Salle ID Number |
| Street Address (include apt. number) | | | Date of Birth |
| City | State | Zip Code | Email Address |
| Home Phone Number (include area code) | | | Alternate or Cell Phone Number |

**** DO NOT SEND SENSITIVE PERSONALLY IDENTIFIABLE INFORMATION VIA UNSECURE EMAIL ****

If emailing this form along with a tax document containing social security number and/or bank account information, please send via secured email.

Household information

- **Independent students list:**
 - Yourself and your spouse, *if applicable*
 - Your children/step-children, *if applicable*
- **Dependent students list:**
 - Your parent(s)/step-parent with whom you live (do not include a parent not living in household due to separation or divorce)
 - Your parent's children, **if** they will receive more than half of their support from your parents from July 1, 2020 through June 30, 2021, or if the other children would be required to provide parental information if they were completing a FAFSA. (Do not include foster children.)
 - Other people who currently live with you or your parents, AND receive more than half of their support from you or your parents and will continue to do so from July 1, 2020 through June 30, 2021.

| Full name of family member | Age | Relationship to La Salle Student | Name of College <small>for any family member who will be working toward a degree at least half-time during the 2020-2021 academic year (do not include parents or high school students)</small> |
|----------------------------|-----|----------------------------------|--|
| | | Self | La Salle University |
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Helpful Hint: It is strongly recommended that you select the IRS Data Retrieval option on your FAFSA. If the student and/or parent(s)/spouse have not already used the tool, go to www.FAFSA.gov, log in to the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Section of the form. From there, follow the instructions to determine if the student and/or parent(s)/spouse are eligible to use the IRS Data Retrieval Tool to transfer IRS income tax information into the student's FAFSA. It takes up to two weeks for the IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.

U.S. Income Tax Return Filed

Please check **ONLY ONE** box under each student **and** parent column (even if a Federal tax return for **2018** was not completed).

- Selecting multiple boxes will result in the need for additional clarification/documentation.

Student Parent(s)/Spouse

- Yes, I filed a U.S. Income Tax Return in 2018 and used the IRS Data Retrieval Tool on the FAFSA, making no changes to the data. (Directions for IRS Retrieval Tool are noted in the above **Helpful Hint** box).
- Yes, I filed a U.S. Income Tax Return in 2018 and have attached a **signed** copy of IRS Form 1040 and ALL corresponding Forms and Schedules.
- Note: Parent/student 2018 tax 'filing status' must match his/her legal marital status as of 12/31/2018. To determine appropriate filing status, visit <https://www.irs.gov/help/ita/what-is-my-filing-status>.
- No, I was not employed, did not have income, and am not required to file a U.S. Income Tax Return.
- **Independent student/Parent of Dependent Students ONLY:** If you did not file a 2018 federal tax return, you must request a Verification of Non-filing from the IRS by calling 1-800-908-9946, or completing Form 4506-T via www.IRS.gov. When completing Form 4506-T, please be sure to request #7 – Verification of Non-filing. The period requested date for #9 is: 12/31/2018.
- No, I am not required to file a U.S. Income Tax Return, **but was employed in 2018** and have attached my 2018 W2 statement(s).

NON-FILERS ONLY: Complete the chart below for all income received in the **2018** tax year, and attach the corresponding W2 statements and/or Form 1099 for all income listed.

| Student | Source of Income | Amount | Parent/Spouse | Source of Income | Amount |
|---------|--|--------|---------------|--|--------|
| | (employer name, interest income, etc.) | | | (employer name, interest income, etc.) | |
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Certification and Signature

Each person signing below certifies that all of the information reported is complete and correct.

Student's Signature (Required)

Date

Parent's OR Spouse's Signature (Required)

Date

WARNING: If you purposely give false or misleading information you may be fined, sentenced to jail, or both.