



# 2021-2022 Verification Worksheet

## Untaxed Income/Independent Student

Financial Aid Office  
111 Lake Hollingsworth Drive  
Lakeland, FL 33801

Your 2021-2022 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information the financial aid administrator at your school will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

### 1. Student's Information

Last Name	First Name	M.I.	I.D. Number
Street Address (include apt. no.)			Date of Birth
City	State	Zip Code	Email Address
Home Phone Number (include area code)			Alternate or Cell Phone Number

### 2. Family Information

List below the people in your household. Include:

- Yourself, your spouse – if married.
- Your children, if you will provide more than half of their support from July 1, 2021, through June 30, 2022.
- Other people if they now live with you and you will provide more than half of their support and will continue to provide more than half of their support through June 30, 2022.

Include the name of the college for any household member who will be enrolled, at least half time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2021, and June 30, 2022. *If more space is needed, attach a separate page with the student's name and student ID number at the top.*

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>	<i>Central University</i>	
1.		<i>Self</i>	Florida Southern College	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No
5.				<input type="checkbox"/> Yes <input type="checkbox"/> No
6.				<input type="checkbox"/> Yes <input type="checkbox"/> No
7.				<input type="checkbox"/> Yes <input type="checkbox"/> No
8.				<input type="checkbox"/> Yes <input type="checkbox"/> No

### 3. Tax and Income Information

Indicate below your 2019 federal tax return status:

Student:	<input type="checkbox"/> filed	<input type="checkbox"/> will not file	<input type="checkbox"/> extension filed
Spouse:	<input type="checkbox"/> filed	<input type="checkbox"/> will not file	<input type="checkbox"/> extension filed

#### For Tax Return Filers ONLY

**Notice: The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web.** If the student has not already used the tool, go to [FAFSA.gov](http://FAFSA.gov), log in to the student's FAFSA record, select "Make FAFSA Corrections", and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the student is eligible to use the IRS Data Retrieval Tool to transfer 2018 IRS income tax information into the student's FAFSA. It takes up to two weeks for 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. If you need more information about when, or how to use the IRS Data Retrieval Tool, contact student financial assistance.

- If you (and if married, the student's spouse) answered "filed" above and did not use the IRS Data Retrieval Tool, you must submit the following for yourself (and spouse):
  - 2019 Tax Return Transcript
    - To obtain an IRS tax return transcript go to <http://www.irs.gov> and click on the "Get a Tax Transcript" link or call (800) 908-9946. Make sure you order the "IRS tax return transcript" and not the "IRS tax account transcript." You will need your Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when the 2018 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper tax return filers.
  - The following schedules associated with your 2019 Tax Return (if applicable)
    - Schedule 1
    - Schedule 2
    - Schedule 3

#### For Tax Extension Filers ONLY

- If you (and if married, the student's spouse) answered "extension filed" above, you must submit 2019 IRS Form 4868 and all W-2s. Self-employed individuals must also send a signed statement with amount of Adjusted Gross Income and US income tax paid for 2019.

#### For Non-Tax Filers ONLY

- If you (and if married, the student's spouse) answered "will not file" above, you must complete the following and attach all W-2s.
  - Submit Form 4506-T to the IRS, check Box 7. <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>
  - List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and FSC ID at the top.

Full Name (Student and Spouse)	Employer's Name	2018 Income Earned	IRS W-2 Attached
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

### 4. Certification and Signatures

Each person signing this worksheet certifies that all of the information reported on it is complete and correct.

<b>WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.</b>
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\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature (optional)

\_\_\_\_\_  
Date