NAZARETH COLLEGE

2022-2023 Independent Verification Worksheet
(please do not leave any items blank)

Your FAFSA application was selected for review in a process called verification. This process is to confirm that correct information was reported on the FAFSA. If there are differences between your FAFSA information and your verification documents, Nazareth College is required to correct the FAFSA. Additional information will be requested if necessary. If you have questions about verification, contact the financial aid office as soon as possible so that your financial aid will not be delayed.

You can submit the completed worksheet, along with any other requested information to finaid@naz.edu.

Or upload them via your MyFinAid at Naz secure portal at **https://myfinaid.naz.edu.** Log in using your MyNaz credentials, under the MENU/Documents & Messages, view outstanding documents and click "**Upload Now**".

In addition to submitting this worksheet, you may be asked to:

● Use the IRS Data Retrieval tool when correcting your FAFSA. This option will streamline the verification process.
● If you choose not to or cannot complete the IRS Data Retrieval, you can submit your and your spouse's 2020 IRS Tax Return Transcripts.
● **2020 tax return transcripts or 2020 verification of non-filing letters can be requested directly from the IRS** by visiting www.irs.gov/transcript.
● You may also submit **SIGNED** copies of 2020 federal tax form 1040 along with schedules 1, 2 and 3 (if applicable).

Please write your Nazareth College ID number on all submitted documents.

A. Student's Information

Student's Last Name	Student's First Name	Student's M.I.	Student's Nazareth ID#
Student's Address			Student's Birthdate
City	State	Zip Code	Student's Email

B. **Household Members:** List below the people **residing in your household**. Include:
- Yourself
- Your spouse
- Your children, if you will provide more than half of their support between July 1, 2022, through June 30, 2023.
- Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2023.

Number in College: Include **currently enrolled college students** in the space below for household member(s) who is**,** or will be**,** enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2022, and June 30, 2023, and include the name of the college.

If more space is needed, provide a separate page with the student's name and ID number at the top.

Full Name	Age	Relationship (do not report "other")	College Attending between 7/1/2022 – 6/30/2023
		Self	Nazareth College

Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.

C. Student Income Information

1. **If you <u>completed</u> a 2020 Federal Income Tax Return, check only one box below:**

☐ The student <u>has used</u> the IRS DRT in *FAFSA on the Web* to transfer 2020 IRS income tax return information into the student's FAFSA.

☐ The student is <u>unable or chooses not to use</u> the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a **2020 IRS Tax Return Transcript or <u>signed copy</u> of a 2020 federal tax form 1040 along with schedules 1, 2, and/or 3 (if applicable). Tax return transcripts can be requested directly from the IRS** by visiting www.irs.gov/transcript.

2. **If you <u>did not file and are not required to file*** </u> a 2020 income tax return check only one box below:**

☐ The student was not employed and had no income earned from work in 2020.

☐ The student was employed in 2020 and has listed below the names of all employers and the amount earned from each employer in 2020. **Attach copies of all 2020 IRS W-2 forms issued to the student by their employer(s).**

If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	Amount Earned in 2020
Total Earned from Work	

D. Spouse Income Information

1. **If you (spouse) <u>completed</u> a 2020 Federal Income Tax Return, check only one box below**:

☐ Spouse <u>has used</u> the IRS DRT in *FAFSA on the Web* to transfer 2020 IRS income tax return information into the student's FAFSA.

☐ Spouse is <u>unable or chooses not to use</u> the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a **2020 IRS Tax Return Transcript <u>signed copy</u> of a 2020 federal tax form 1040 along with schedules 1, 2, and/or 3 (if applicable). Tax return transcripts can be requested directly from the IRS** by visiting www.irs.gov/transcript.

2. **If you (spouse) <u>did not file and are not required to file*** </u> a 2020 income tax return check only one box below:**

☐ Spouse was not employed and had no income earned from work in 2020.

☐ Spouse was employed in 2020 and has listed below the names of all employers and the amount earned from each employer in 2020. **Attach copies of all 2020 IRS W-2 forms issued to the spouse by their employer(s).**

***Action required: Non-filers (student and/or spouse) <u>MUST</u> provide documentation (dated on or after October 1, 2021) from the IRS or other tax authority that indicated a 2020 income tax return was not filed. Online requests for the Verification of Non-filing Letter from IRS can be obtained by going to irs.gov/transcript. Please contact the Financial Aid Office at finaid@naz.edu if you are having difficulty obtaining this documentation.

If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	Amount Earned in 2020
Total Earned from Work	

E. Sign this Worksheet

Signing this form certifies that all the information reported on it is complete and correct. The student must sign (not electronic or digital) and date below.

			WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.
Student (not electronic or digital)	Date		