



## 2020-2021 Independent Verification Worksheet (please do not leave any items blank)

<p>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.</p> <p>You can submit the completed worksheet, along with any other requested information to <a href="mailto:finaid@naz.edu">finaid@naz.edu</a>.</p> <p><b>**As of March 18, 2020, please limit mailing documents to our office due to on-going COVID-19 protocols.</b></p>	<p><b>In addition to submitting this worksheet, you may be asked to:</b></p> <ul style="list-style-type: none"> <li>● Use the IRS Data Retrieval tool when correcting your FAFSA. This option will streamline the verification process.</li> <li>● If you choose not to or cannot complete the IRS Data Retrieval, you can submit your and your spouse's IRS Tax Return Transcripts.</li> <li>● <b>Tax return transcripts or verification of non-filing letters can be requested directly from the IRS</b> by visiting <a href="http://www.irs.gov/transcript">www.irs.gov/transcript</a>.</li> <li>● You may also submit <b>SIGNED</b> copies of 2018 federal tax form 1040 along with schedules 1, 2 and 3 (if applicable).</li> </ul> <p style="text-align: center;"><b>Please write your Nazareth College ID number on all submitted documents.</b></p>
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**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, 2020, through June 30, 2021.
- 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, 2021.

**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, 2020, and June 30, 2021, 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 7/1/2020 – 6/30/2021
		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 **completed** a 2018 Federal Income Tax Return, check only one box below:

- The student has used the IRS DRT in *FAFSA on the Web* to transfer 2018 IRS income tax return information into the student's FAFSA.
- The student is unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a **2018 IRS Tax Return Transcript or signed copy of a 2018 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](http://www.irs.gov/transcript).

2. If you **did not file and are not required to file** a 2018 income tax return check only one box below:

- The student was not employed and had no income earned from work in 2018.
- The student was employed in 2018 and has listed below the names of all employers and the amount earned from each employer in 2018. **Attach copies of all 2018 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 2018
Total Earned from Work	

### D. Spouse Income Information

1. If you (spouse) **completed** a 2018 Federal Income Tax Return, check only one box below:

- Spouse has used the IRS DRT in *FAFSA on the Web* to transfer 2018 IRS income tax return information into the student's FAFSA.
- Spouse is unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a **2018 IRS Tax Return Transcript signed copy of a 2018 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](http://www.irs.gov/transcript).

2. If you (spouse) **did not file and are not required to file** a 2018 income tax return check only one box below:

- Spouse was not employed and had no income earned from work in 2018.
- Spouse was employed in 2018 and has listed below the names of all employers and the amount earned from each employer in 2018. **Attach copies of all 2018 IRS W-2 forms issued to the spouse by their employer(s).**

**Action required: Non-filers (student and/or spouse) MUST provide documentation from the IRS or other tax authority that indicated a 2018 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](http://irs.gov/transcript). Please contact the Financial Aid Office at [finaid@naz.edu](mailto: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 2018
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.

Student (not electronic or digital)	Date	<div style="border: 2px solid black; padding: 5px; display: inline-block;"> <b>WARNING:</b> If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.         </div>
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