



# 2017-2018 Dependent Verification Worksheet

## Federal Student Aid Programs

Your 2017–2018 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 must ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information our staff 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 Student Financial Services office. We may ask for additional information. If you have questions about verification, contact our office as soon as possible so that your financial aid will not be delayed.

### A. Dependent Student's Information

\_\_\_\_\_  
Student's Last Name

\_\_\_\_\_  
Student's First Name

\_\_\_\_\_  
Student's M.I.

\_\_\_\_\_  
Student's Social Security Number

\_\_\_\_\_  
Student's Street Address (include apt. no.)

\_\_\_\_\_  
Student's Date of Birth

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

(\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_  
Student's Home Phone Number

\_\_\_\_\_  
Student's Email Address

(\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_  
Student's Alternate or Cell Phone Number

### B. Dependent Student's Family Information

List below the people in your parent(s)' household. Include:

- Yourself and your parent(s) (including a stepparent) even if you don't live with your parent(s).
- Your parent(s)' other children if your parent(s) will provide more than half of their support from July 1, 2017, through June 30, 2018, or if the other children would be required to provide parental information if they were completing a FAFSA for 2017–2018. Include children who meet either of these standards, even if they do not live with your parent(s).
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2018.

*If more space is needed, attach a separate page with the student's name and Social Security Number at the top.*

Also 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, 2017, and June 30, 2018.

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>	<i>Yes</i>
		<i>Self</i>	<i>Trinity International University</i>	

**C. Income Information**

**Important Note:** If the student filed, or will file, an amended 2015 IRS tax return, the student must contact the financial aid administrator before completing this section.

**Student 2015 Information**  
Check One Box Below

- I used the IRS Data Retrieval Tool (DRT) on my prior FAFSA submission.

**Note:** The IRS Data Retrieval Tool (DRT) on the FAFSA website is currently unavailable due to maintenance. Please use one of the options below for IRS 2015 tax information.

- My 2015 IRS Tax Return Transcript\* or signed 2015 1040 tax return is attached to this worksheet.
- My 2015 IRS Tax Return Transcript\* or signed 2015 1040 tax return will be submitted to the school by: \_\_\_\_\_ (date).
- I was not required to file a tax return but received W-2(s) and have included W-2 copies with this worksheet.
- I was not required to file a tax return and did not receive a W-2(s) but had wages of \$ \_\_\_\_\_.
- I was not employed and had no income earned from work in 2015.

**Parents'/Step-parents' 2015 Information**  
Check One Box Below

- I/We used the IRS Data Retrieval Tool (DRT) on my prior FAFSA submission.

**Note:** The IRS Data Retrieval Tool (DRT) on the FAFSA website is currently unavailable due to maintenance. Please use one of the options below for IRS 2015 tax information.

- My/Our 2015 IRS Tax Return Transcript\* or signed 2015 1040 tax return is attached to this worksheet.
- My/Our 2015 IRS Tax Return Transcript\* or signed 2015 1040 tax return will be submitted to the school by: \_\_\_\_\_ (date).
- I/We were not required to file a tax return but received W-2(s) and have included W-2 copies with this worksheet..
- I/We were not required to file a tax return and did not receive a W-2(s) but had wages of: Parent 1: \$ \_\_\_\_\_  
Parent 2: \$ \_\_\_\_\_.
- I/We were not employed and had no income earned from work in 2015.

**\*Tax Filer Document Instructions:** The IRS Tax Return Transcript is **not** a photocopy of the federal tax return (Form 1040, 1040A, or 1040EZ). To obtain an IRS tax return transcript, go to <http://www.irs.gov/Individuals/Get-Transcript> and click on the appropriate link to receive your transcript online or by mail. Make sure to request the **IRS Tax Return Transcript** and **not** the **IRS tax account transcript**. 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 IRS tax return filers.

**D. Certification and Signatures**

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent must sign and date.

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

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

**Do not mail this worksheet to the U.S. Department of Education. Submit this worksheet to:**

**Trinity International University  
Student Financial Services  
2065 Half Day Road  
Deerfield, IL 60015  
Fax: 847-317-7040**

**You should make a copy of this worksheet for your records.**