



FINANCIAL AID SERVICES

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2018 – 2019 VERIFICATION WORKSHEET

Student Information:

Last Name: _____ First Name: _____ CWID *or* SSN: _____

Email: _____@warhawks.ulm.edu Phone #: (_____) _____

Your 2018-2019 FAFSA has been selected for verification. Federal regulations require your school to confirm the information you (and your parents, if applicable) reported on your FAFSA before your financial aid will be awarded. You (and at least one parent if dependent) must complete and sign this worksheet, attach any required documents and submit the information to the ULM Financial Aid Office. We may ask for additional information once the current information is reviewed. Please refer to the “Completing Verification Requirements for 2018-2019” form on our website or contact our office with any questions.

Step 1: Household Information:

If you are a **dependent** student (required to provide parent information on FAFSA), you must report the people in your parents' household, including:

- **Yourself**
- **Your parent(s)** (including step-parent), even if you don't live with your parents
- **Your parents' other dependent children**, if a) your parent(s) will provide more than half of their support from July 1, 2018 through June 30, 2019, or b) the children would be required to provide parental information when applying for Federal Student Aid
- **Other people**, only if they now live in your parents' household and your parent(s) will provide more than half of their support from July 1, 2018 through June 30, 2019 (*grandparents, cousin, niece, nephew, etc.*). *

If you are an **independent** student (not required to provide parent information on FAFSA), you must include:

- **Yourself**
- **Your spouse** (if you are married)
- **Your children**, if you will provide more than half of their support from July 1, 2018 through June 30, 2019
- **Other people**, only if they now live in your household and you will provide more than half of their support from July 1, 2018 through June 30, 2019 (*grandparents, cousin, niece, nephew, etc.*). *

* You may be required to provide documentation for these additional individuals if listed in household size.

Full Name	Age	Relationship to you	Name of College/Degree Program (If enrolled at least half-time in an eligible postsecondary educational institution any time between July 1, 2018 and June 30, 2019, indicate school / program here. Do not include your parents.)**
		<i>Self</i>	<i>ULM/</i>

** 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.

Student Name: _____

CWID or SSN: _____

Step 2: 2016 Income Information: Please complete the following sections as they pertain to you, your spouse, and your parents, if applicable. Only one status will apply to you and parents (if applicable).

Student (and Spouse, if applicable) *If you filed separately from your spouse, you must provide documentation for both.*

- Yes, I / we have filed a 2016 IRS Income Tax Return and used the IRS Data Retrieval Tool on the FAFSA to import income data.
- Yes, I / we have filed a 2016 IRS Income Tax Return and a copy of my/our **2016 Tax Return Transcript** (obtained from irs.gov – Get Your Tax Record) is attached to this form. **We cannot accept a copy of your actual tax return.**
- No, I am not required to file a 2016 IRS Income Tax Return **AND I DID NOT earn any income for 2016.**
 - ✓ I am attaching a Verification of Non-filing letter dated on or after October 1, 2017 that indicates a 2016 IRS income tax return was not filed with the IRS (obtained from irs.gov – Get Your Tax Record).
- No, I am not required to file a 2016 IRS Income Tax Return **BUT I was employed and earned income in 2016.**
 - ✓ I am attaching a Verification of Non-filing letter dated on or after October 1, 2017 that indicates a 2016 IRS income tax return was not filed (obtained from irs.gov – Get Your Tax Record), **and**
 - ✓ I have listed below the names of all employers, the amount earned from each employer in 2016, and whether an IRS W-2 and/or 1099 form was provided by my employer. If I received a W-2 and/or 1099, I understand that I must attach a copy to this worksheet.

Employer Name	Amount earned in 2016	W-2/1099 Attached?	
		Yes	No
		Yes	No
		Yes	No

Parent (if Dependent student) **if your parents filed their tax return separately, you must provide documentation for both.*

- Yes, my parent(s) filed a 2016 IRS Income Tax Return and used the IRS Data Retrieval Tool on the FAFSA to import income data.
- Yes, my parent(s) filed a 2016 IRS Income Tax Return and a copy of their **2016 Tax Return Transcript** (obtained from irs.gov – Get Your Tax Record) is attached to this form. **We cannot accept a copy of their actual tax return.**
- No, neither parent is required to file a 2016 IRS Income Tax Return **AND neither parent earned any income for 2016.**
 - ✓ Attached to this form is a Verification of Non-filing letter dated on or after October 1, 2017 that indicates a 2016 IRS income tax return was not filed with the IRS (obtained from irs.gov – Get Your Tax Record).
- No, neither parent is required to file a 2016 IRS Income Tax Return **BUT one or both parents were employed and earned income in 2016.**
 - ✓ Attached is a Verification of Non-filing letter dated on or after October 1, 2017 that indicates a 2016 IRS income tax return was not filed (obtained from irs.gov – Get Your Tax Record), **and**
 - ✓ Listed below are the names of all employers, the amount earned from each employer in 2016, and whether an IRS W-2 and/or 1099 form is provided by their employer(s). If a W-2 and/or 1099 was received, a copy of each must be attached to this worksheet.

Employer Name	Amount earned in 2016	W-2/1099 Attached?	
		Yes	No
		Yes	No
		Yes	No

Step 3: Certification and Signature

By signing this worksheet, each person certifies that all of the information provided on this form and the FAFSA is true and complete to the best of their knowledge. **WARNING: If you purposely give false and/or misleading information on this form or FAFSA, you may be fined, sent to prison, or both.** All signatures must be handwritten. Electronic signatures cannot be accepted.

Student signature

Student printed name

Date

Parent signature

Parent printed name

Date