2021-2022 Verification Worksheet for Independent Student – Form 5

Student ID Number: S _____

Student Name: _____ Phone Number: _____

Form must be completed in blue or black ink. Failure to accurately complete this form may result in a delay of processing or change of financial aid eligibility. Additional documentation may be requested. Read instructions carefully before completing.

Section 1: High School Completion Status

Please submit documentation to verify you have completed a high school education. Acceptable documentation can include:

- A high school diploma or a copy of an official high school transcript. Transcripts must verify graduation completion date
- GED certificate or transcript
- Visit www.diplomasender.com if you need a copy of a GED obtained in the State of Colorado.
- A transcript that indicates that you have successfully completed at least a two-year program that is acceptable for full credit towards a bachelor's degree at any participating school
- Home school credential or transcript
- If high school is completed in foreign country, a copy of the "secondary school leaving certificate" or similar document. Foreign High School transcripts may need to be translated and evaluated. For a list of qualified service providers, please visit www.naces.org/members.

Type of documentation submitted: _____

Designated institutional official: _____
(School official's printed name)

Section 2: Identity

MUST BE COMPLETED & SIGNED AT THE FINANCIAL AID OFFICE

If unable to appear in person at the Financial Aid Office, you must complete this section with a notary

You must appear in person at _____ Financial Aid Office to verify your
(Name of institution)

identity by presenting a valid unexpired government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of your photo ID.

Type of documentation submitted: _____

Designated institutional official: _____
(School official's printed name)

Student ID Number: S _____

Section 3: Statement of Educational Purpose

MUST BE COMPLETED & SIGNED AT THE FINANCIAL AID OFFICE

If unable to appear in person at the Financial Aid Office, you must complete this section with a notary

In addition, you must sign, in the presence of the institutional official, the following:

I certify that I _____ am the individual signing this
(Student's printed name)
Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending _____ for 2021-2022.
(Name of institution)

Student Signature: _____ Date: _____

Notary Section Instructions: Please Read

This section should only be completed if you are unable to appear in person at the institution with a designated official. This form (the original on which the seal is visible) should be mailed to the Financial Aid Office at your institution along with the copy of the government-issued identification and high school documentation.

Notary's Certificate of Acknowledgement

State of _____ City/County of _____

On _____, before me _____
(Date) (Notary's name)

Personally appeared _____ and proved to me on the basis of
(Printed name of signer)

Satisfactory evidence of Identification _____ to be the above-named
(Type of unexpired government-issued ID provided)

Person who signed the foregoing instrument.

My commission expires on _____, 20_____

Notary (Print): _____

Notary (Signature): _____ (Seal)

Student ID Number: S _____

Section 4: Household Information

Student Information

List the people in your household, including:

- **Yourself** (the 'student'), and **your spouse** if you were married when you signed the FAFSA and;
- **Your dependent children, if you will provide more than half of their support* from July 1, 2021 through June 30, 2022,** even if they do not live with you, and;
- **Other people** if they **live with you,** and you **provide more than half of their support*** and will continue to provide more than half of their support from July 1, 2021 through June 30, 2022.

Family Information

**Support includes money, gifts, loans, housing, food, clothes, car, medical/dental care, college tuition, etc.*

Full Name	Age	Relationship to Student	**The name of the college attending** from July 1, 2021 to June 30, 2022. Will be enrolled in at least half-time, in an eligible degree and/or certificate program.

THIS SPACE INTENTIONALLY

LEFT BLANK

Student ID Number: S _____

Section 5: Income Information

- **TAX FILERS:**
  - **If you and your spouse filed a 2019 Federal Income Tax Return**, you either must give the Internal Revenue Service (IRS) permission to transfer all 2019 tax information directly to the FAFSA through the IRS Data Retrieval Tool, or submit a 2019 Federal Tax Return Transcript, or signed 2019 Federal Tax Return with all applicable schedules..
  - **To obtain an IRS Federal Tax Return Transcript**, you may go to https://www.irs.gov/individuals/get-transcript and click on "Get a Transcript Online" or "Get a Transcript by Mail" or call 1-800-908-9946. Be sure to order the IRS Tax "Return" Transcript. If you and your spouse did not file 2019 taxes jointly, both you and your spouse should submit a Tax Return Transcript.
- **NON-TAX FILERS:**
  - **If you and/or your spouse did not file a 2019 Federal Income Tax Return**, you are required to submit a Statement of Non-Filing and all 2019 W2s. To receive a 2019 Statement of Non-Filing, go to https://www.irs.gov/pub/irs-pdf/f4506t.pdf complete Form 4506-T with **Box 7** checked. If you are unable to obtain a Statement of Non-Filing, please contact the Financial Aid Office.
  - If you (the student) or your spouse are not able to locate your 2019 W2s, you can request to receive your Wage and Income Statement by checking **Box 8** on the 4506-T.

2019 Tax Filing Status: *Only **select one** option for each individual*	Student	Spouse
1. Has used or plans to use the IRS Data Retrieval Tool to transfer tax information electronically on FAFSA, or has plans to submit a copy of their **2019 IRS Federal Tax Return Transcripts or signed 2019 IRS Federal Return with all applicable schedules.**	☐	☐
2. Had income earned from work in 2019 as listed below, but has not filed and was not required to file a tax return and already has or plans to submit all 2019 W2's & 1099's. **If this box is selected; 2019 wage information must be completed below.**	☐	☐
3. Had no income, will not file, and was not required to file, a 2019 IRS Income Tax Return.	☐	☐

2019 Wage Information (Only Non-Filers)

*Only complete wage information for each person who selected **Option 2** in the previous chart.*

Non-Tax Filer	Name of Employer	2019 Income Earned
Student		$
		$
Spouse		$
		$

If more space is needed, attach a separate page with student's name and student ID number.

By signing this document, I certify that the information is complete, true and accurate. I understand that purposely providing false or misleading information could result in criminal prosecution, a prison sentence, and/or a fine pursuant to U.S. Criminal Code and Colorado Criminal Code.

Student Signature: _____ Date: _____