

2020-2021 Dependent Verification Worksheet



Federal Student Aid Programs

Your Free Application for Federal Student Aid (FAFSA) application was selected for review by the U.S. Department of Education in a process called "verification". In this process, we are required by federal law to compare the information on your FAFSA with the information on this worksheet and any other required documents. You and at least one parent must complete and sign this worksheet, attach required documents and submit to the Office of Financial Aid at SUNY Geneseo as soon as possible, but no later than September 1st for fall (February 1st for spring). We will review your information, correct your FAFSA and adjust your awards, if needed.

Your financial aid will NOT pay to your college bill and refunds, if you are due one, will NOT be issued until this review is complete.

A. Student Information

Last Name	First	MI	Student ID
Date of Birth	Email		Phone Number

B. Family Information

Number of Household Members: List below the people in the parents' household. In the space below, include:

- The student.
- The parents (including a stepparent) even if the student doesn't live with the parents.
- The parents' other children if the parents will provide more than half of the children's support from July 1, 2020, through June 30, 2021, or if the other children would be required to provide parental information if they were completing a FAFSA for 2020-2021. Include children who meet either of these standards, even if a child does not live with the parents.
- Other people if they now live with the parents and the parents provide more than half of the other person's support, and will continue to provide more than half of that person's support through June 30, 2021.

Number in College: Include in the space below information about any household member, excluding the parents, 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	College	Will be Enrolled at Least Half Time (Yes or No)
		<i>Self</i>		

C. Tax and Income Information

Instructions: Complete this section if the student and/or parent filed or will file a 2018 IRS income tax return(s). *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at FAFSA.gov.* In most cases, no further documentation is needed to verify 2018 income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed.

1. **STUDENT Tax Information:** Check only one box below. Do NOT leave blank.

- The student has not and will not file a 2018 federal tax return – **please complete the student information in Section D.**
- The student used the IRS DRT in *FAFSA on the Web* to transfer 2018 IRS income tax return information into the student's FAFSA.
- The student has not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool 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 institution with a **2018 IRS Tax Return Transcript(s) or a signed copy of the 2018 income tax return and applicable schedules.**

Name _____

Student ID _____

2. **PARENT Tax Information:** Check only one box below. Do NOT leave blank.

Important Note: The instructions below apply to each parent included in the household. Notify the Financial Aid Office if the parents filed separate IRS income tax returns for 2018 or had a change in marital status after December 31, 2018.

Check the box that applies:

- The parents have not and will not file a 2018 federal tax return - a confirmation of non-filing MUST be obtained from the IRS. Go to http://www.geneseo.edu/financial_aid/verification for instructions on how to request Form 4506-T. **Please complete the parent information in Section D.**
- The parents used the IRS DRT in *FAFSA on the Web* to transfer 2018 IRS income tax return information into the student's FAFSA.
- The parents have not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2018 IRS income tax return information into the student's FAFSA.
- The parents are unable or choose not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the institution with a **2018 IRS Tax Return Transcript(s) or a signed copy of the 2018 income tax return and applicable schedules.**

NOTE: If parents filed separate 2018 IRS income tax returns, the IRS DRT cannot be used and the **2018 IRS Tax Return Transcript(s) or a signed copy of the 2018 income tax return and applicable schedules** must be provided for each.

D. NON-tax Filers ONLY– Please check the boxes that apply. *DO NOT LEAVE BLANK*

Student Non-tax-filer:

- 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, the amount earned from each employer in 2018, and whether an IRS W-2 form or an equivalent document is provided. [Provide copies of all 2018 IRS W-2 forms issued to the student by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

Parent(s) Non-tax-filer:

The instructions and certifications below apply to each parent included in the household. Complete this section if the parents will not file and are not required to file a 2018 income tax return with the IRS.

- Neither parent was employed, and neither had income earned from work in 2018.
- One or both parents were employed in 2018 and have **listed below** the names of all employers, the amount earned from each employer in 2018, and whether an IRS W-2 form or an equivalent document is provided. [Provide copies of all 2018 IRS W-2 forms issued to the parents by their employers]. List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	Student Amount	Parent Amount	IRS 2018 W2 Provided?
<i>XYZ Company (example)</i>	<i>\$2,000.00 (example)</i>		Yes

E. 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. We understand that if there are differences between the application and verification documents, corrections may be required. Corrections may be made by the student and/or the Office of Financial Aid.

Student's Signature

Date

Parent's Signature

Date

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