WHITWORTH UNIVERSITY

2018-19 INDEPENDENT Verification (V1) Worksheet

Student name: _____ Student I.D. number: _____
First Last

Your FAFSA application has been selected by the federal student aid processor for a review process called verification. As part of this process, Whitworth will compare the data on your FAFSA with your 2016 federal tax forms, tax transcripts, this verification form, and other financial documents. The law states that we have the right to request this information from you before we award federal student aid. If there are differences between your FAFSA data and the verification documentation, Whitworth will send the correction(s) electronically to the federal student aid processor to have your information corrected; this could result in your financial aid award being revised. In this case, we will send you an email within a few days of the revision. To prevent your financial aid from being delayed, complete this form as soon as possible. Verification must be completed within 60 days from the start of the term to maintain your eligibility for work-study and must be completed no later than 120 days after the last date of enrollment, or by Sept. 21, following the end of the academic year, whichever is earliest, or you will lose financial aid eligibility. Under the financial aid program rules (34 CFR, Part 668), we must review the requested information.

Family Information: List the people in your household. Include the following:

→ yourself and your spouse, if you have one, and

→ your children, if you will provide more than half of their support from July 1, 2018, through June 30, 2019, even if they do not live with you, and

→ other people who currently live with you and for whom you provide more than half of their support and will continue to provide more than half of their support from July 1, 2018, through June 30, 2019.

Please include the names of all household members. In addition, for any household member who will be attending college at least half time between July 1, 2018 and June 30, 2019. Also, include in the space below information about any household member 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, 2018, and June 30, 2019, and include the name of the college.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time (Yes or No)
Missy Smith (Example)	*24*	*Spouse*	*Spokane Community College*	*yes*
		Self	Whitworth University	

Student's Tax Filing Status for Calendar Year 2016
Were you required to file a 2016 U.S. federal income tax return?

- ☐ ***Yes***. Already used **the IRS Data Retrieval Tool** on FAFSA or I am planning to use it. .
- ☐ ***Yes,*** but I did not use the **IRS Data Retrieval Tool** and will submit **2016 tax return transcript**.
- ☐ ***No,* and I had no earnings from work**. I will provide a **Verification of Non Filing Letter from the IRS**.**
- ☐ ***No,* but I had some earnings from work**. You **must** complete the box on the next page and submit **all 2016 W-2s and 2016 1099 forms** you received. If you do not have a W2 /1099 to support income, please provide a signed statement listing the source(s) and amount(s) of income and why no W2/1099 is available. You also need to provide a **Verification of Non Filing Letter from the IRS**.**

Whitworth Use Only
PV as DVF/IVF
Track as F18IVF REV Code

Employer's Name	Amount	W2 or 1099 attached?
Ann's Beauty Salon (Example)	*$1,575.00*	*Yes*

Spouse's Tax Filing Status for Calendar Year 2016
If you are married, was your spouse required to file a **2016 U.S Federal Income Tax Return**?

- ☐ ***Yes***. Already used **IRS Data Retrieval Tool** on FAFSA or I am planning to use it.
- ☐ ***Yes,*** but I did not use **IRS Data Retrieval Tool** and will submit **2016 tax return transcript**.
- ☐ ***No,* and I had no earnings from work.** I will provide a **Verification of Non Filing Letter from the IRS**.**
- ☐ ***No,* but he/she had some earnings from work**. He/she **must** complete the box below and submit **all 2016 W-2s and 2016 1099 forms** they received.. If they do not have a W2 or 1099 to support income, please provide a signed statement listing the source(s) and amount(s) of income and why no W2/1099 is available. Your spouse also needs to provide a **Verification of Non Filing Letter from the IRS**.**

Employer's Name	Amount	W2 or 1099 attached?
Ann's Beauty Salon (Example)	*$1,575.00*	*Yes*

****Requesting a Tax Return Transcript or Verification of Non-filing Letter:** Go to the IRS webpage http://www.irs.gov/Individuals/Get-Transcript. You will need to create an account to print your transcript or letter. Be sure to choose the Tax *Return* Transcript, *not* the Tax *Account* Transcript. For help with your tax transcript or Verification of Non-filing Letter, call 800.908.9946.

By signing this worksheet, I certify that all information reported on this worksheet is complete and correct. Warning: If you purposely give false or misleading information on this worksheet, you may be fined or sentenced to jail, or both.

Student's signature **Date** **Daytime phone** **Email address**

Complete and return this form to
FINANCIAL AID OFFICE
300 WEST HAWTHORNE ROAD, SPOKANE, WA 99251
509.777.3215 509.777.4601 (FAX) finaid@whitworth.edu
Please allow us 15 business days to review and process completed forms.

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