

## 2022-2023 Verification Worksheet - Group V1

### Dependent Students

Your 2022-2023 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The federal law states that before paying Federal Student Aid, we must ask you to confirm the information you and your parent(s) reported on your FAFSA. To do this, we will compare your FAFSA with the information on this institutional verification document and any supporting documents. If there are differences, your FAFSA information may need to be corrected and/or we may ask for you to submit additional documentation. **You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents and submit the form to us within fourteen business days.** If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

#### SECTION A – Student Information

Please type or print legibly using black or dark blue pen.

|                     |                   |                              |                |
|---------------------|-------------------|------------------------------|----------------|
| Fontbonne ID Number | Last Name         | First Name                   | Middle Initial |
| Street              | City              | State                        | Zip            |
| Main Phone ( ) -    | Other Phone ( ) - | Date of Birth ____/____/____ |                |

#### SECTION B – Family Information

List below the people in your parent(s)' household. If more space is needed, attach a separate page with your name and Fontbonne ID at the top. Include:

- Yourself (the student) and your parent(s) (including a stepparent) even if you don't live with your parent(s).
- Your parents' other children if your parents will provide more than half of their support from July 1, 2022 through June 30, 2023, or if the other children would be required to provide parental information if they were completing a FAFSA for 2022-23. Include children who meet either of these standards even if the children do not live with your parent(s).
- Other people who now live with your parent(s) and for whom your parent(s) will provide more than half of their support from July 1, 2022 through June 30, 2023.

Also include the name of the college for any household member, excluding your parents, who 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, 2022 and June 30, 2023.

| Full Name | Age | Relationship | College Attending           | Enrolled at Least Half-Time Y / N? |
|-----------|-----|--------------|-----------------------------|------------------------------------|
|           |     | <i>Self</i>  | <i>Fontbonne University</i> |                                    |
|           |     |              |                             |                                    |
|           |     |              |                             |                                    |
|           |     |              |                             |                                    |
|           |     |              |                             |                                    |
|           |     |              |                             |                                    |
|           |     |              |                             |                                    |

### FINANCIAL AID

Student Name \_\_\_\_\_

Fontbonne ID: \_\_\_\_\_

**SECTION C – Income Information**
**STUDENT AND PARENT TAX FILING VERIFICATION**  
*(ONLY COMPLETE IF YOU AND/OR YOUR PARENTS FILED 2019 TAXES)*

**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 2020 or had a change in marital status after December 31, 2020.

Verification requires the collection of official 2020 IRS tax data for both you and your parent(s). You can verify this tax information by completing ONE of the following options:

- Link to the IRS using the IRS Data Retrieval Tool (DRT) via your FAFSA Application. To do this, visit [www.fafsa.gov](http://www.fafsa.gov) to login to your FAFSA application and select “make corrections.” The IRS DRT is located in the financial section of both the student and parent portions of the FAFSA.
- Provide a 2020 **Tax Return Transcript** or a signed copy of IRS Form 1040. Transcripts may be requested at [www.irs.gov/Individuals/Get-Transcript](http://www.irs.gov/Individuals/Get-Transcript) or by calling 1-800-908-9946.

**STUDENT AND PARENT(S) NON-FILING TAX VERIFICATION**  
*(ONLY COMPLETE IF YOU AND/OR YOUR PARENT(S) DID NOT FILE TAXES IN 2020)*

Read the statements below and check the appropriate responses. **If you or your parent(s) were employed in 2020 but did not file taxes, copies of 2020 W-2 Forms from all employers are REQUIRED.**

| <b>STUDENT NON-FILER VERIFICATION</b>   | <b>PARENT NON-FILER VERIFICATION</b>  |                      |       |       |       |       |       |       |   |                 |                      |       |       |       |       |       |       |
|---|---|----------------------|-------|-------|-------|-------|-------|-------|---|-----------------|----------------------|-------|-------|-------|-------|-------|-------|
| <input type="checkbox"/> I was not employed and had no income earned from work in 2020.   | <input type="checkbox"/> My parent(s) were not employed and had no income earned from work in 2020.   |                      |       |       |       |       |       |       |   |                 |                      |       |       |       |       |       |       |
| <input type="checkbox"/> I was employed in 2020 but am not required to file (and did not file) taxes for 2020. Below are the names of all employers and the amount earned from each employer in 2020. [Attach IRS W-2 form(s)]  | <input type="checkbox"/> My parent(s) were employed in 2020 but are not required to file (and did not file) taxes for 2020. Below are the names of all their employers and the amount earned from each employer in 2020. [Attach IRS W-2 form(s)] |                      |       |       |       |       |       |       |   |                 |                      |       |       |       |       |       |       |
| <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"><u>Employer</u></th> <th style="width: 40%;"><u>Income Earned</u></th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> </tbody> </table> | <u>Employer</u>   | <u>Income Earned</u> | _____ | _____ | _____ | _____ | _____ | _____ | <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"><u>Employer</u></th> <th style="width: 40%;"><u>Income Earned</u></th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> </tbody> </table> | <u>Employer</u> | <u>Income Earned</u> | _____ | _____ | _____ | _____ | _____ | _____ |
| <u>Employer</u>   | <u>Income Earned</u>  |                      |       |       |       |       |       |       |   |                 |                      |       |       |       |       |       |       |
| _____   | _____   |                      |       |       |       |       |       |       |   |                 |                      |       |       |       |       |       |       |
| _____   | _____   |                      |       |       |       |       |       |       |   |                 |                      |       |       |       |       |       |       |
| _____   | _____   |                      |       |       |       |       |       |       |   |                 |                      |       |       |       |       |       |       |
| <u>Employer</u>   | <u>Income Earned</u>  |                      |       |       |       |       |       |       |   |                 |                      |       |       |       |       |       |       |
| _____   | _____   |                      |       |       |       |       |       |       |   |                 |                      |       |       |       |       |       |       |
| _____   | _____   |                      |       |       |       |       |       |       |   |                 |                      |       |       |       |       |       |       |
| _____   | _____   |                      |       |       |       |       |       |       |   |                 |                      |       |       |       |       |       |       |

**SECTION D – Signatures**

**Certification and Signatures:** Each person signing this form certifies all of the information reported is complete and correct. The student and one parent must sign and date the form.

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

|                               |      |
|-------------------------------|------|
| Student’s Signature           | Date |
| Parent’s Signature (Required) | Date |

**(Must be signed in ink- no typed or electronic signatures accepted)**

**FINANCIAL AID**

Student Name \_\_\_\_\_

Fontbonne ID: \_\_\_\_\_

*Submit this worksheet to Fontbonne University at the address indicated at the bottom of the page.*

| <b>FOR STAFF USE ONLY:</b>                            |  |   |  |
|---|--|---|--|
| Please indicate below how Verification was completed: |  |   |  |
| <b>STUDENT VERIFICATION:</b>                          |  | <b>PARENT VERIFICATION:</b>             |  |
| <input type="checkbox"/> IRS DRT Used                 | <input type="checkbox"/> Tax Transcript Provided | <input type="checkbox"/> IRS DRT Used   | <input type="checkbox"/> Tax Transcript Provided |
| <input type="checkbox"/> W2(s) Provided               | <input type="checkbox"/> W2(s) Not Required      | <input type="checkbox"/> W2(s) Provided | <input type="checkbox"/> W2(s) Not Required      |
| _____   |  | _____                                   |  |
| Student Services Representative                       |  | Date                                    |  |

### FINANCIAL AID