



Pacific Lutheran University

2018-2019 Verification Worksheet - Dependent V5

Your FAFSA has been selected by the Federal Student Aid processor for a review process called verification. Financial Aid program regulations (34 CFR, Part 668) require schools to check the accuracy of information provided on a selected 2018-19 FAFSA and send to the Federal Student Aid processor any necessary corrections identified in the verification process. **Your current aid offer is not final and all need-based student aid cannot be disbursed until verification has been completed.**

Student's Name: _____ PLU ID #: _____

Student's email Address: _____ Student phone #: _____

1. FAMILY/HOUSEHOLD & COLLEGE INFORMATION

List yourself
 List both biological/legal parents if they live together, regardless of their marital status. If not living together, list the parent with whom you lived most over the past 12 months. If you do not live with either parent, list the parent who provided the most financial support over the past 12 months. If this parent has remarried, step-parent must also be listed.

List your parents' other children/step-children, even if they don't live with your parent(s), **ONLY IF**
 A. Your parents will provide more than half of their support from July 1, 2018 through June 30, 2019, or
 B. The child would be required to provide your parent's information when applying for Federal Student Aid on the FAFSA. Do not include foster children in the household.

List other people **if they now** live with your parents and your parents 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.

Name	Age	Relationship	College attending in 2018-19 (half time or more) <small>Does NOT include Running Start or college in high school programs.</small>
		Self	Pacific Lutheran University
		Parent1	XXXXXXXXXXXXXXXXXXXXXXXXXXXX
		Parent2 (if applicable)	XXXXXXXXXXXXXXXXXXXXXXXXXXXX

If you need more space, attach a separate page.

If you or parent(s) were required to file a 2016 U.S. tax return, you have three options to provide this information to PLU:

- A.) Via Federal IRS Data Retrieval (DRT) process when completing your FAFSA or,
- B.) On a Tax Return Transcript(s) from the IRS website at <http://www.irs.gov/Individuals/Order-a-Transcript> or
- C.) A photocopy of a **SIGNED** original 2016 tax return(s) submitted to the IRS.

3. STUDENT'S TAX & INCOME INFORMATION (check only one box below)

- A.) I have provided my 2016 U.S. Federal tax return information by successfully transferring my IRS information to my FAFSA using the **IRS Data Retrieval Tool (DRT)** via the on-line FAFSA application **or**,
- B.) I have attached either: 1.) A copy of my 2016 U.S. Federal **Tax RETURN Transcript** downloaded from the IRS, or
2.) A photocopy of my **SIGNED** original IRS 1040 submitted to the IRS **or**,
- C.) I did not file and am not required to file. **If you did not work, enter \$0 for amount earned and "none" for employer.** If you worked but did not file any tax return, please list below your employer(s) and any earned income in 2016.

Employer(s) <small>Complete this section if box C. is checked above.</small>	2016 Amount Earned	Were you issued a W-2?	
	\$	Yes (attached)	No (explain below)
	\$	Yes (attached)	No (explain below)
	\$	Yes (attached)	No (explain below)

Attach a W-2 for each employer checked "Yes" above. Please provide an explanation below if W-2 was not issued.

4. PARENT'S TAX & INCOME INFORMATION (check only one box unless two parents filed separately)

- A.) Parent(s) provided their 2016 U.S. Federal tax return information by successfully transferring their IRS information to your FAFSA using the **IRS Data Retrieval Tool (DRT)** via the on-line FAFSA application **or**,
- B.) Have attached either: 1.) A copy of their 2016 U.S. Federal **Tax Return Transcript(s)** downloaded from the IRS or
2.) A photocopy or photocopies of their **SIGNED** original 2016 tax return(s) **or**,
- C. Have attach an **IRS Letter of Non-Filing** and listed below any employer(s) and any earned income in 2016. If parents did not work, enter \$0 for amount earned and "none" for employer. The IRS Letter of Non-Filing is obtained by requesting a tax transcript from www.IRS.gov/transcript. If the IRS website is not functioning, attach a signed letter, describing your attempts to secure this letter.

Employer(s) <small>This section must be completed if you checked box C. above</small>	2016 Amount Earned	Were parents issued a W-2?	
	\$	Yes (attached)	No (explain below)
	\$	Yes (attached)	No (explain below)
	\$	Yes (attached)	No (explain below)

Attach a W-2 for each employer checked "Yes" above. Please provide an explanation below if W-2 was not issued.

6. SIGN THIS WORKSHEET

By signing this worksheet, we certify that all the information reported on this worksheet is complete and correct. At least one parent must sign.

Student

Date

Parent

Date

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

IDENTITY & STATEMENT OF EDUCATIONAL PURPOSE

The student must complete **ONE** of the following tasks:

1. Appear in person at Pacific Lutheran University to verify his/her identity by:
 - a. Presenting a valid government-issued photo identification (ID), such as, but not limited to: a driver's license, other state-issued ID, or passport, and
 - b. sign, in the presence of a certified institutional official, the Statement of Educational Purpose below.

OR

2. If the student is unable to appear in person at Pacific Lutheran University to verify his/her identity, the student must provide the following:
 - a. A copy of a valid government-issued photo identification (ID) that is acknowledged in the notary statement below, such as, but not limited to: a driver's license, other state-issued ID, or passport; and
 - b. The original notarized Statement of Educational Purpose.

7. STATEMENT OF EDUCATIONAL PURPOSE

I certify that I _____ am the individual signing this 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 Pacific Lutheran University for 2018-2019.

Student Signature

Date

Name of Institutionally Authorized Individual Reviewing ID

Date

8. NOTARY'S CERTIFICATE OF ACKNOWLEDGMENT (Complete notarization only if submitting this form by mail)

State of _____

City/County of _____

On _____, before me, _____, personally appeared,

Date

Notary's Name

_____, and provided to me on a basis of satisfactory evidence of identification

Printed name of signer

_____ to be the above-named person who signed the foregoing instrument.

Type of Government-issued photo ID provided

WITNESS my hand and official seal

Seal

Notary Signature

My commission expires on _____

Date