Pacific Lutheran University
2019-2020 Verification Worksheet - DependentV1

Your FAFSA has been selected by the Federal Student Aid processor for a review process called verification. Therefore, Financial aid program regulations (34 CFR, Part 668) requires PLU to check the accuracy of information provided on your 2019-20 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. As of today, FAMILY/HOUSEHOLD & COLLEGE INFORMATION (check and respond to each box)

☐ 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, or lived with them equally, 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, 2019 through June 30, 2020, 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 **ONLY IF** they <u>now</u> 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, 2019 through June 30, 2020.

Name	Age	Relationship	College attending in 2019-20 (half time or more) Do NOT include if Running Start or college in high school programs.
	XXXX	Self	Pacific Lutheran University
	XXXX	Parent1	XXXXXXXXXXXXXXXXXXXXXXXXXX
	XXXX	Parent2 (if applicable)	XXXXXXXXXXXXXXXXXXXXXXXXX

If you need more space, attach a separate page.

Continue on the reverse side.

2019-2020 Verification Worksheet - Dependent V1 (page 2)

2017 Income & Tax Documentation: If you and/or your parent(s) were required to file a 2017 U.S. tax return, you have three options for providing this information to PLU:

1). If you successfully transferred your and your parents' tax information using the **IRS Data Retrieval Tool** (DRT) when you filed your FAFSA, you are done. If you did not, you can return to your online FAFSA and use the DRT to meet this requirement, **or**

2). Submit a **Tax Return Transcript** from the IRS website at http://www.irs.gov/Individuals/Order-a-Transcript. If parents currently live together and filed as "Married, filing separately", "Single", or "Head of Household" in 2017, both parents must request a Tax Return Transcript**, (**Call 800-908-4490 to obtain a TRDBV transcript if you were a victim of "Tax Administration Identity Theft") **or**

3). Submit photocopy or photocopies of SIGNED original 1040(s) that were submitted to the IRS.

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

☐ A. I have provided my 2017 U.S. Federal tax return information (1040, 1040A, 1040EZ) using the IRS Data Retrieval Tool via the on-line FAFSA application, **or**

☐ B. I have attached either: 1.) A copy of my 2017 U.S. Federal **Tax Return Transcript** downloaded from IRS.gov/transcript
2.) A photocopy of my SIGNED original 1040 (Note: Tax Account Transcript are not acceptable. If you filed a Puerto Rican or foreign tax return, attach a **signed** copy of that tax return), **or**

☐ C. I did not file and was not required to file a 2017 U.S. income tax return. **If you did not work, enter $0 for amount earned and "none" for employer.** If you worked, please list below your employer(s) and any earned income in 2017.

Employer(s) You must completed this section if you checked C. above	2017 Amount Earned	W-2 Attached?	
	$	☐ Yes	☐ No, explain below
	$	☐ Yes	☐ No, explain below
	$	☐ Yes	☐ No, explain below

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

☐ A. Parent(s) provided their 2017 U.S. IRS tax return information (1040, 1040A, 1040EZ) using the **IRS Data Retrieval Tool (DRT)** via the on-line FAFSA application, **or**

☐ B. Attached is either 1.) A copy of their 2017 U.S. Federal **Tax Return Transcript** downloaded from the IRS, or
2.) A photocopy or photocopies of a SIGNED original IRS 1040, **or**

☐ C. Attach an **IRS Letter of Non-Filing** and list below any employer(s) and any earned income in 2017. **If parent(s) 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 letter signed by the parent, describing their attempts to secure this document.   (If parents filed a Puerto Rican or foreign tax return, attach a **signed** copy of that tax return.)

Employer(s) You must complete this section if you checked C. above	2017 Amount Earned	W-2 Attached?	
	$	☐ Yes	☐ No, explain below
	$	☐ Yes	☐ No, explain below
	$	☐ Yes	☐ No, explain below

4. 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.