



Pacific Lutheran University

2018-2019 Verification Worksheet - Dependent V1

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 (check ALL that apply)

- ☐ 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 **ONLY 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) Do NOT include if Running Start or college in high school programs.
		Self	Pacific Lutheran University
		Parent1	XXXXXXXXXXXXXXXXXXXXXXXXXXXX
		Parent2 (if applicable)	XXXXXXXXXXXXXXXXXXXXXXXXXXXX

2016 Income & Tax Documentation: If you and/or your parent(s) were required to file a 2016 U.S. tax return, you can provide this information to PLU three ways:
 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, or
 2). Submit a Tax Return Transcript from the IRS website. 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, 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 2016 U.S. Federal tax return information (1040, 1040A, 1040EZ) using the IRS Data Retrieval Tool via the on-line FAFSA application. **NOTE:** This is an option only if your IRS data was successfully transferred to your FAFSA or,
- ☐ B.) I have attached a copy of my 2016 U.S. Federal **Tax RETURN Transcript** downloaded from the IRS. (Note: IRS ACCOUNT Transcripts are NOT acceptable), or a photocopy of your **SIGNED ORIGINAL** 2016 tax return.) 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 below. If you worked but did not file any tax return, please list below your employer(s) and any earned income in 2016.**

Employer(s) This section must be completed if you checked box C. above	2016 Amount Earned	W-2 Attached?
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No, explain below
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No, explain below
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No, explain below

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

3. PARENT'S TAX & INCOME INFORMATION (check only one box below unless 2 parents filed separately)

- ☐ A.) Parent(s) provided their 2016 U.S. Federal tax return information by successfully transferring their information using the **IRS Data Retrieval Tool (DRT)** via the on-line FAFSA application or
- B.) Attached is either: 1.) A copy of their 2016 U.S. Federal **Tax RETURN Transcript** downloaded from the IRS or
 2.) A photocopy or photocopies of their **SIGNED ORIGINAL** 2016 tax return(s) or,
- C. Attached is an **IRS Letter of Non-Filing** and list below any employer(s) and any earned income in 2016. 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.

Employer(s) This section must be completed if you checked box C. above	2016 Amount Earned	W-2 Attached?
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No, explain below
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No, explain below
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> 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.