



Pacific Lutheran University

2022-2023 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 2022-23 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: _____

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, 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 parent(s) will provide more than half of their support from July 1, 2022 through June 30, 2023, 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 parent(s) and your parent(s) provide more than half of their support and will continue** to provide more than half of their support from July 1, 2022 through June 30, 2023.

Name	Age	Relationship	College attending in 2022-23 (half time or more) <small>Do NOT include if in Running Start or college in high school programs.</small>
	XXXX	Self	Pacific Lutheran University
	XXXX	Parent1	XXXXXXXXXXXXXXXXXXXXXXXXXXXX
	XXXX	Parent2 (if applicable)	XXXXXXXXXXXXXXXXXXXXXXXXXXXX

If you need more space, please attach a separate sheet.

2020 Income & Tax Documentation: If you and/or your parent(s) were required to file a 2020 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 may make corrections to your FAFSA by utilizing 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 2020, 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 2020 1040(s) that were submitted to the IRS.

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

- A.)** I have provided my 2020 U.S. Federal 1040 tax return 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 1.) A copy of my 2020 U.S. Federal **Tax RETURN Transcript** from the IRS. (Account Transcripts are NOT accepted.)
 2.) A copy of my 2020 **SIGNED** original 1040 tax return submitted to the IRS.
- 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 2020.

Employer(s) <small>Complete this section if box C. is checked above.</small>	2020 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 cannot be provided.

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

- A.)** Parent(s) successfully transferred their income tax information to your FAFSA using the IRS Data Retrieval Tool (DRT) via the on-line FAFSA application **or**,
- B.)** Attached is 1.) A copy of parents' 2020 U.S. Federal **Tax RETURN Transcripts** from the IRS, (Account Transcripts are NOT accepted. **or**
 2.) A photocopy or photocopies of their **SIGNED** original 2020 IRS 1040 tax return
- C.)** Attach an **IRS Letter of Non-Filing** and list below any employer (s) and any earned income in 2020. 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 taxtranscript 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) <small>This section must be completed if you checked box C. above</small>	2020 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 U.S. 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 U.S. passport; and
 - b. The original notarized Statement of Educational Purpose.

7. STATEMENT OF EDUCATIONAL PURPOSE Sign in the presence of a PLU official or a Notary Public

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 2022-2023.

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