



## Dependent Student Verification Worksheet 2019-2020

Your 2019-2020 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. Federal law states that before disbursing Federal Student Aid, we are required to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this verification worksheet along with any other required documentation. If there are differences, your FAFSA may need to be corrected. You and a parent, whose information was reported on the FAFSA must complete and sign this verification worksheet, attach any required documents, and submit all materials to Student Financial Services.

**Complete all sections of this form. Please pay careful attention to the instructions provided in each section.** Once complete, please submit this form to Student Financial Services as soon as possible, so that disbursement of your financial aid will not be delayed.

### SECTION I: STUDENT/FAMILY CONTACT INFORMATION

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Wheaton ID: \_\_\_\_\_  
Last First Middle Initial

Address: \_\_\_\_\_  
Street Address (include apartment no)/PO BOX City, State, ZIP Code

Parent Email: \_\_\_\_\_ Parent Phone: \_\_\_\_\_

### SECTION II: HOUSEHOLD SIZE

Complete the chart below with information about the people in your household that your custodial parent(s) will support between July 1, 2019 and June 30, 2020. Please list below all persons living in your household, whom your parents support by more than 50%:

- **Include yourself and your parent(s),**
- **Include your custodial parents' other children IF:**  
 Your custodial parent(s) will provide more than half of their support between July 1, 2019 and June 30, 2020,
- **Include other persons living in the household IF:**  
 Your custodial parent(s) provide more than half of their support and will continue to do so from July 1, 2019 through June 30, 2020.

Full Name (include custodial parent(s))	Age	Relationship to student	College Name	Enrolled at least ½ time? (yes/no)	Year in college 2019-2020	Graduate School? (yes/no)
<i>You, the student</i>		<i>Self</i>	<i>Wheaton College</i>			<i>no</i>

## SECTION III: TAX AND INCOME

If you filed a 2017 Federal Tax Return (form 1040, 1040A, or 1040EZ), you are required to either use the IRS Data Retrieval Tool (IRS DRT) or submit a 2017 IRS Tax Return Transcript to complete verification.

The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of the FAFSA at <https://fafsa.ed.gov>.

If you are unable to use the IRS Data Retrieval Tool (IRS DRT), you must submit a copy of your 2017 IRS Tax Return Transcript to our office. **Please note: a copy of your 2017 federal tax return is not sufficient documentation for the purposes of verification.** To obtain an IRS Tax Return Transcript, go to <https://www.irs.gov/individuals/get-transcript> or call 1(800) 908-9946 to request a transcript by phone. Make sure you order the "IRS Tax Return Transcript" and not the "Tax Account Transcript". You will need your social security number, date of birth, and the address on file with the IRS (usually the address used when the 2017 federal tax return was filed). If you request the Tax Return Transcript online you will receive it immediately. If you request it by mail allow 5 to 10 calendar days for delivery. Do not request that the IRS send your transcript to our office as due to redaction we will not be able to identify that it belongs to you. The main phone number for the IRS is 1(800) 829-1040.

You must check only one for parent(s) and one for student:	Custodial Parent(s)	Student
• Check here if you have used or plan to use the IRS Data Retrieval Tool (IRS DRT).	<input type="checkbox"/>	<input type="checkbox"/>
• Check here if your IRS Tax Return Transcript is attached to this worksheet.	<input type="checkbox"/>	<input type="checkbox"/>
• Check here if your IRS Tax Return Transcript will be submitted to us later. Note: Verification cannot be completed until received.	<input type="checkbox"/>	<input type="checkbox"/>
• Check here if you did not file and are not required to file a 2017 US Tax Return or if you file a non-US Income Tax Return which has been attached to this worksheet or previously submitted to us.	<input type="checkbox"/>	<input type="checkbox"/>

If you did not file and are not required to file a 2017 Federal Tax Return, please list any income from work received in 2017 in the box below. Use box 1 of your 2017 W-2 forms or other earnings statement to complete this section. Students must also include any income from Federal Work Study. **Include a copy of all 2017 W-2 form(s) with this form.**

### Parent(s) 2017 income from work:

Employer's Name	2017 Amount Earned	Is the W2 attached to this form? (yes/no)

### Student 2017 income from work:

Employer's Name	2017 Amount Earned	Is the W2 attached to this form? (yes/no)

**SECTION IV: UNTAXED INCOME**

Please list the amounts of untaxed income received in 2017.  
**Do not leave any item blank.** Enter "n/a" or "0" if not applicable.

Sources of Untaxed Income	Custodial Parent(s)	Student
Child Support received for all children		n/a
Housing, food, and other living allowances paid to members of the military, clergy, and others		
Veterans noneducation benefits, such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances		
Workers' Compensation		
Disability Benefits		
Money received, or paid on your behalf (e.g., bills), not reported elsewhere on this form		

Please Note: We may ask for additional information upon review. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

**SIGNATURES**

Each person below certifies that all information reported on this form is complete and correct. The student and at least one parent whose information is reported on this form must sign and date below:

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_

NOTE: You and at least one parent or guardian are required to sign this form in order for it to be official.

Please submit completed form by mail, email, or fax to:

Wheaton College  
 Student Financial Services  
 26 E Main Street, Norton, MA 02766  
 sfs@wheatoncollege.edu  
 telephone: 508.286.8232 fax: 508.286.3787