



Student Financial Services
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Verification Worksheet for Dependent Students 2022-2023

Your 2022-2023 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 the 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, 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 INFORMATION

Student Name: _____ Wheaton ID: _____

SECTION II: HOUSEHOLD SIZE

Complete the **names and ages of your custodial parent(s) and sibling(s) in your household**. Also include other person(s) in your household that your custodial parent(s) will provide more than half of their support to between July 1, 2022 and June 30, 2023. Do not include yourself.

Full Name (include custodial parent(s))	Age	Relationship to student	Attending college in 2022-2023? (yes/no)	Enrolled at least 1/2 time? (yes/no)
		Parent/Stepparent 1	-----	-----
		Parent/Stepparent 2	-----	-----
		Sibling		
		Sibling		

SECTION III: TAX AND INCOME

Indicate your tax filing status for 2020. It is highly recommended that you use the IRS Data Retrieval Tool when you complete your FAFSA. If you did not use the IRS DRT then you must submit a 2020 **IRS Tax Return Transcript**. If you did not file a federal tax return then you must submit a 2020 **IRS Verification of Non-filing Statement**. The **IRS Tax Return Transcript** and the Verification of Non-filing Statement can both be obtained by the IRS either [online](#) via the Get Transcript tool or by calling the IRS automatic line at 800-908-9946.

Step 1: Student

Did the student file a 2020 federal tax return?

Yes

If yes, did the student use the IRS Data Retrieval Tool on the FAFSA?

Yes. This step is complete.

No. Submit the student's 2020 **IRS Tax Return Transcript** with this form.

No. If no, submit a 2020 **IRS Verification of Non-filing Letter** with this form and report the total income student earned from work in 2020 (box 1 of W2 form) from each employer. Submit your 2020 W2 forms with this form.

Employer Name	Total Earned in 2020

Step 2: Parent(s)

Did the parent(s) file a 2020 federal tax return?

Yes

If yes, did the parent(s) use the IRS Data Retrieval Tool on the FAFSA?

Yes. This step is complete.

No. Submit the parent(s) 2020 **Tax Return Transcript** directly to our office.

No. If no, submit a 2020 **IRS Verification of Non-filing Letter** and report the total income each parent earned from work in 2020 (box 1 of W2 form) from each employer. Submit parent 2020 W2 forms with this form.

Parent Name	Employer	Total Earned in 2020

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'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 the location in the top right corner of page 1.