

2019-20 Institutional Verification Worksheet – V1 (Contact: V1_Group)

Please complete and return:

By fax: (785) 404-1485 or scan and e-mail to finaid@kwu.edu or mail to the above address.

IMPORTANT: Your Free Application for Federal Student Aid (FAFSA) was selected for a process called verification by the federal government. The verification process will be conducted by Kansas Wesleyan University in accordance with U.S. Department of Education's rules 34 CFR, Part 668. If you, your spouse OR your parents will not file taxes for 2017, please be sure to include amounts earned from work in Section B and attach copies of W-2 forms for all 2017 employers.

By law we are obligated collect this information before awarding Federal Financial aid.
No further processing will be done until all documentation is provided.

Student Last Name	First	Middle	KWU Student ID # or Social Security Number	Date
Student Email address			Student Cell Phone number	

SECTION A: FAMILY INFORMATION

Dependent Students:

List the people in your parents' household. **Include:**

- Yourself and your parent(s) (including stepparent) even if you don't live with your parents, **and**
- Your parents' other children even if they don't live with your parent(s), if (a) your parents will provide more than half of their support from July 1, 2019, through June 30, 2020 or (b) the children would be required to provide parental information when applying for federal student aid, **and**
- Other people **if they now live with your parents**, and your parents provide more than half of their support from July 1, 2019 through June 30, 2020.

Independent Students:

List the people in your household. **Include:**

- Yourself, and your spouse if you have one, **and**
- Your children, if you will provide more than half of their support from July 1, 2019 through June 30, 2020, **and**
- Other people if they now live with you, and you 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.*

#	Full Name	Age	Relationship to Student	College to be attended in 2019-20
1			Self	Kansas Wesleyan University
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				

Office Use Only:	#		#	Initials
------------------	---	--	---	----------

Student Last Name First Middle KWU Student ID # or Social Security Number Date

SECTION B: TAX FILER INFORMATION

Tax returns are Federal 2017 IRS Form 1040, 1040A, 1040EZ, a Puerto Rican tax return or a foreign income tax return.

Re: The Student's 2017 Tax Information		Office use only
<input type="checkbox"/>	I am not required to file a 2017 U.S. Income Tax Return. I understand that I will be required to complete and attach the KWU form titled: <u>2019-20 Statement of Non-Filing of Taxes – Student</u> which I can download from www.kwu.edu > Current Students > Student Financial Planning > Forms > 2019-20, AND	
<input type="checkbox"/>	If I worked in 2017, <i>and did not file a tax form</i> . I also attach a copy of my 2017 W-2 Wage statements from each of my employer(s) in 2017. (W-2s lost? Contact your former employers for duplicates.) (W2s ARE REQUIRED)	
<input type="checkbox"/>	I am unmarried or if I am married, I filed a joint 2017 tax return with my spouse. I used the IRS Data Retrieval Tool within FAFSA to transfer my (our) 2017 income tax data into my FAFSA.	
<input type="checkbox"/>	I am unmarried or if I am married, I filed a joint tax return with my spouse. I was unable to use the IRS Data Retrieval Tool within FAFSA to transfer my (our) 2017 income tax data into my FAFSA; therefore I attach a 2017 IRS Tax RETURN Transcript downloaded from https://www.irs.gov/individuals/get-transcript .	
<input type="checkbox"/>	If I am married, but my spouse and I filed separate Federal Tax Returns for 2017, I attach my 2017 IRS Tax RETURN Transcript downloaded from https://www.irs.gov/individuals/get-transcript . <i>I understand that I must also provide a 2017 Tax RETURN Transcript for my spouse, even if we were not married in 2017.</i>	
<input type="checkbox"/>	If I am married, but my spouse and I filed separate Federal Tax Returns for 2017. I attach my spouse's 2017 IRS Tax RETURN Transcript downloaded from the IRS at https://www.irs.gov/individuals/get-transcript .	
<input type="checkbox"/>	I/we have been granted an extension by the IRS. Go to www.kwu.edu >Current Student > Student Financial Planning > Forms > 2019-20. Download the <u>2019-20 Verification by Extension Form</u> . Follow the instructions thereon or contact the Office of Student Financial Planning for further instructions.	
Re: The Student's Parent(s)' 2017 Tax Information		Office use only
<input type="checkbox"/>	I am not required to file a 2017 U.S. Income Tax Return. I understand that I will be required to complete and attach the KWU form titled <u>2019-20 Statement of Non-Filing of Taxes – Parent</u> which I can download from www.kwu.edu > Current Students > Student Financial Planning > Forms > 2019-20, AND	
<input type="checkbox"/>	If I worked in 2017, <i>and did not file a tax form</i> . I also attach a copy of my 2017 W-2 Wage statements from each of my employer(s) in 2017. (W-2s lost? Contact your former employers for duplicates.) (W2s ARE REQUIRED) AND	
<input type="checkbox"/>	If I worked in 2017, <i>and did not file a tax form</i> . I also attach the completed IRS 4506T form attached at page 4.	
<input type="checkbox"/>	I am unmarried or am married and filed jointly with my spouse. I used the IRS Data Retrieval Tool within FAFSA to transfer my (our) 2017 income tax data into my FAFSA.	
<input type="checkbox"/>	I am unmarried or am married and filed jointly with my spouse. I was unable to use the IRS Data Retrieval Tool within FAFSA to transfer my (our) 2017 income tax data into my FAFSA; therefore I attach a 2017 IRS Tax RETURN Transcript downloaded from https://www.irs.gov/individuals/get-transcript .	
<input type="checkbox"/>	If I am married, but my spouse and I filed separate Federal Tax Returns for 2017, I attach my 2017 IRS Tax RETURN Transcript downloaded from https://www.irs.gov/individuals/get-transcript . <i>I understand that I must also provide a 2017 Tax RETURN Transcript for my spouse, even if we were not married in 2017.</i>	
<input type="checkbox"/>	If I am married, but my spouse and I filed separate Federal Tax Returns for 2017. I attach my spouse's 2017 IRS Tax RETURN Transcript downloaded from the IRS at https://www.irs.gov/individuals/get-transcript .	
<input type="checkbox"/>	I/we have been granted an extension by the IRS. Go to www.kwu.edu >Current Student > Student Financial Planning > Forms > 2019-20. Complete and submit this form AND download the <u>2019-20 Verification by Extension Form</u> . Follow the instructions thereon or contact the Student Financial Planning Office for further instructions.	



Student Last Name First Middle KWU Student ID # or Social Security Number Date

SECTION C: CHILD SUPPORT PAID INFORMATION

Please confirm the following for anyone who is living in your household. Dependent students (*parent’s information required on FAFSA*) should include information about parents and anyone supported by and living in your parent’s household. Independent students should include information about their spouse and any children they support. (Please respond to either the dependent questions or the independent questions – **not both**).

Dependent Students: <input type="checkbox"/> My parents paid child support during the 2017 calendar year (Complete the chart below). <input type="checkbox"/> My parents DID NOT pay child support during the 2017 calendar year (Skip to Section D).		Independent Students: <input type="checkbox"/> My spouse or I paid child support during the 2017 calendar year (Complete the chart below). <input type="checkbox"/> My spouse or I DID NOT pay child support. (Skip to Section D.)	
Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Child Support was Paid	Amount of Child Support Paid in 2017

SECTION D: SIGNATURES

WARNING: If you purposely give false or misleading information in establishing eligibility for federal student aid, you may be subject to a Federal fine of up to \$20,000, a prison sentence, or both

By signing this worksheet, I (we) certify that all the information reported to qualify for federal student aid is complete and correct. At least one parent must sign if you are a dependent student. If only one parent’s financial information is on FAFSA, that parent should sign this form.

 Student Date

 *Parent Signature Date
 *(Required if parent data was required on FAFSA)

 Student’s Spouse (Optional) Date

Parent Contact Information (For parents of “Dependent Students only” (Dependent = Parent Financial Information required on FAFSA.) The Office of Student Financial Planning will use this information to contact the parent to quickly resolve questions to prevent delays in processing your awards.
Parent who completed FAFSA Name:
Parent who completed FAFSA: Email Address
Parent who completed FAFSA: Cell Phone ()