

2017 - 2018 FINANCIAL AID VERIFICATION WORKSHEET

What is verification?

The U.S. Department of Education (ED) randomly selects students for schools to verify information on their FAFSA. Your FAFSA has been selected for us to collect and verify information related to your FAFSA answers.

Instructions – Please read each section carefully

- Complete all sections of this worksheet. Write “0” for any income not received and “N/A” for sections that do not apply
- Collect requested 2015 financial documents for you and your spouse (if married) or for your parent(s) (if dependent).
- Submit this completed form along with the required financial documents to the address, fax, or email at the top of this page.

Documents should be submitted within **30 days** of the initial request to avoid a significant delay in receiving your financial aid. We will notify you if additional information is needed. This process may take several weeks to complete, so prompt attention to this request is essential for the timely processing of your financial aid.

1. STUDENT INFORMATION (please print neatly):

Student's Full Legal Name: _____

Student's NET ID: _____

2. HOUSEHOLD: List yourself first regardless of where you live. List others as they apply.

- **Dependent students** should also list: Parent(s) (biological or adoptive), if they are living together, regardless of marital status or gender. This may include a step-parent if your parent is remarried. And include other dependent children of your parent(s) or any other people, if your parent(s) will provide more than half of their support from July 1, 2017-June 30, 2018, or they would be required to provide parental information when applying for Federal Student Aid.
Note: Siblings in graduate or professional school should **not** be listed.
- **Independent students** should also list: Your spouse (if married and not separated), your children or any other people if they now live with you, if you will provide more than half of their support, and you will continue to provide more than half of their support from July 1, 2017-June 30, 2018. This includes support provided by your spouse if you are currently married and not separated.

☐ Check here and attach a separate sheet with student name if more space is needed for additional household members

Full Name	Age	Relationship to Student	College/University (include program of study) attending in 2017-18 (degree-seeking, attending at least half-time)
		Self	Creighton University

3. TAX AND INCOME INFORMATION

- Submit copies of all W-2 forms received for working at any time in 2015 (parents only, if dependent).
- Submit an official IRS Tax Return Transcript if you filed a 2015 U.S. Tax Return and:
 - You did not use the IRS Data Retrieval Tool when you filed your FAFSA, or
 - You used the IRS Data Retrieval Tool and then made changes to the data on your FAFSA.

- If you filed a Foreign Tax Return:
 - Submit a signed and dated copy of the form to your office. The form must be translated into English, OR
 - Submit a statement of income, if you earned income in a country that does not require you to file tax returns.
- **To request an IRS Tax Return Transcript:**
 - To request a transcript online, go to www.irs.gov/Individuals/Order-a-Transcript. Request the 2015 Tax Return Transcript.
 - To order by phone, call 800-908-9946 and follow the prompts.
 - To request a transcript or verification of non-filing by mail, complete IRS Form 4506-T (www.irs.gov/pub/irs-pdf/f4506t.pdf).

Review statements A-E and check the box that best matches your situation. Answer for both student and spouse or parent (only if dependent).				You, the student	Parent/Spouse
A. I did not work or I have no earned income from working in 2015 (a verification on non-filing form required) or I worked in 2015 but was not required to file a 2015 Federal Income Tax Return with the IRS. Attach copies of all federal W-2 forms, and a verification of non-filing form (option 7 on the 4506-T at www.irs.gov/pub/irs-pdf/f4506t.pdf				<input type="checkbox"/>	<input type="checkbox"/>
Non-filer's Name	Employer(s)	2015 Earnings	W-2 Form(s) included		
B. I used the IRS Data Retrieval Tool to transfer my 2015 IRS Tax information to the FAFSA. Attach copies of all federal W-2 forms (parent(s) only).				<input type="checkbox"/>	<input type="checkbox"/>
C. I did not use the IRS Data Retrieval Tool to transfer my 2015 IRS Tax information to the FAFSA. Attach 2015 IRS Tax Return Transcript and copies of all parent W-2 forms if dependent.				<input type="checkbox"/>	<input type="checkbox"/>
D. I made changes to the transferred data after using the IRS Data Retrieval Tool on my FAFSA. Attach 2015 IRS Tax Return Transcript and copies of all parent W-2 forms if dependent.				<input type="checkbox"/>	<input type="checkbox"/>
E. I have a unique tax situation (Contact the Financial Aid Office): <input type="checkbox"/> Filed an amended 2015 Tax Return <input type="checkbox"/> Was the victim of identity fraud <input type="checkbox"/> Other				<input type="checkbox"/>	<input type="checkbox"/>

4. OTHER INFORMATION

Please list dollar amounts or "0" for the following items:	You, the student	Parent/Spouse
A. Taxable earnings from Federal Work-Study or other need-based work program.	\$	\$
B. Tuition for Younger Siblings/Children: If you have out-of-pocket costs for younger siblings/children in private elementary, middle, or high school for the 2017-18 academic year, please list the amount you will pay after scholarships and discounts are applied.	\$	\$

5. SIGNATURES

By signing below, you certify that the information provided in this document is true, complete, and accurate to the best of your knowledge. You further understand that any false statements or misrepresentations will be cause for denial, reductions, withdrawal, and/or repayment of financial aid. Please note: Additional documentation may be requested if further information is required.

Student's Signature (handwritten signature required)

Date

Parent's Signature (handwritten signature required-must be from the parent who signed the FAFSA)

Date