



**2022-2023 STANDARD VERIFICATION WORKSHEET**

**What is Verification?**

Your application was selected by the U.S. Department of Education for review in a process called "Verification". The Office of Financial Aid must compare information from your FAFSA with information you provide on this worksheet and other documents that you must submit to us. If there are differences between your application information and the documents you submit, your application may need to be reprocessed. We cannot make any federal financial aid payments available to you or process a student loan request until all verification requirements have been met and the necessary corrections have been made.

**What You Should Do:**

1. Obtain a **2020 Federal IRS Tax Return TRANSCRIPT** for yourself, your spouse (if married) or your parents/step-parents (if dependent) if any of you are tax filers. You can obtain this online at <http://www.irs.gov/Individuals/Get-Transcript> or by phone at 1-800-908-9946. Please make sure you request an IRS Tax Return Transcript and NOT an IRS Tax Account Transcript. If you used the IRS Data Retrieval Tool to transfer your IRS income data to your FAFSA, you may not have to submit the IRS Federal Tax Return.
2. Fill in and sign this worksheet – you and at least one parent (if dependent) must sign the certification (SECTION D) on page 2 of the worksheet.
3. Review your Student Aid Report (SAR), the 2<sup>nd</sup> page of this worksheet and any information request letters we have sent you to see if you need to submit other documentation (such as default clearance letter, citizenship documentation, social security card, etc.).
4. Submit the completed worksheet, tax return(s), and any other required documents to the Office of Financial Aid.
5. After a financial aid representative reviews your information, you could be asked to submit additional documentation. When all the information has been reviewed and any necessary corrections made, you will be notified about your financial aid awards and payments.

**A. STUDENT AND FAMILY INFORMATION**

Last name	First name	M.I.	CWID
Address (include apt. #)			Date of Birth
City	State	ZIP	Email
Phone number (home)			Phone number (cell)

**INDEPENDENT STUDENTS:** List the people that you (and your spouse) will support between July 1, 2022 and June 30, 2023. Include yourself, your spouse, and your dependent children. Include other people only if they live with you and receive, and will continue to receive, more than half their support from you between July 1, 2022 and June 30, 2023.

**DEPENDENT STUDENTS:** List the people that your parents will support between July 1, 2022 and June 30, 2023. Include yourself, your parents, and your parents' other children if (a) your parents provide more than half of their support or (b) the children would be required to provide parental information when applying for Federal Student Aid. Include other people only if they now live with your parents and receive, and will continue to receive, more than half their support from them between July 1, 2022 and June 30, 2023.

Write the names of **all** family members including **yourself**. Also write the name of the college for any family member who will be attending college at least half-time between July 1, 2022 and June 30, 2023 and will be enrolled in a degree or certificate program. If you need more space, attach a separate page.

NAME	AGE	RELATIONSHIP	COLLEGE
		<b>SELF</b>	<b>Stevens Institute of Technology</b>

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