**Student Financial Services Office**

 **420 West Main Street ∙ Danville, VA 24541**

**Phone: 1-800-AVERETT ∙ Fax: 434-791-5647**

 **2020-2021 Verification Worksheet**

**Independent Student (V1)**

**INSTRUCTIONS**

1. If you did not use the IRS Data Retrieval Tool on your FAFSA, you must submit a 2018 tax return transcript from the IRS. **Per federal regulations, a copy of your federal tax return is no longer acceptable.**
2. Complete all sections of the worksheet and provide the required signatures.
3. Deliver, mail or fax the completed worksheet, tax return transcript and any other documents to the Student Financial Services office in order for your financial aid to be processed.

**Section A. Student Information – (Please enter your information in the spaces provided.)**

** P000 **

**Last Name First Name M.I. Student ID Social Security #**

** **

**Address (Include Apt. No) Date of Birth**

**  **

**City, State, Zip Code Student Phone Number Parent Phone Number**

**Section B. Family Information- List the people in your parent’s household, including:**

* Yourself and your spouse if you have one, and
* Your children, if you will provide more than half of their support from July 1, 2020-June 30, 2021, even if they do not live with you and;
* Other people if they now live with you, and you will provide more than half of their support and will continue to provide more than half of their support from July 1, 2020 through June 30, 2021.

Write the names of all household members in the spaces below. Also write in the name of the college for any household member who will be attending **at least half time** between July 1, 2020 and June 30 2021 and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

|  |  |  |  |
| --- | --- | --- | --- |
| **Full Name** | **Age** | **Relationship** | **College** |
|  |  | **Self** | **Averett University** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**\*\*\*WARNING: If you purposely give false or misleading information on this worksheet,**

**you may be fined, sent to prison or both. \*\*\***

Student Name: Student ID: P000 Independent V1

**Section C. Student’s/ Spouse’s Tax Information- Please check one box only.**

|  |  |
| --- | --- |
| **Student Section**  | **Spouse Section** |
| [ ]  I have used IRS Data Retrieval Tool to transfer 2018 IRS income tax information into FAFSA. | [ ]  I have used IRS Data Retrieval Tool to transfer 2018  income tax information |
| [ ]  I am unable to or will not use IRS Data Retrieval Tool to  transfer 2018 IRS income tax information into FAFSA.  Please attach your 2018 IRS Tax Return Transcript. | [ ]  I am unable to or will not use IRS Data Retrieval Tool to  transfer 2018 IRS income tax information into FAFSA. Please attach your 2018 IRS Tax Return Transcript. |
| [ ]  I am not required to file and will not file IRS Federal  Income taxes for 2018 (Please attach 2018 W-2s if applicable.) | [ ]  I am not required to file and will not file IRS Federal  Income taxes for 2018 (Please attach 2018 W-2s if applicable.) |

**\*\*\* To obtain the 2018 IRS Tax Return Transcript, please visit http://www.irs.gov/Individuals/Get-Transcript or call 1-800-908-9946. \*\*\***

**Section D. Non-Tax Return Filers**

Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2019 that indicates a 2018 IRS income tax return was not filed with the IRS. Please attach all W2s and 1099s for any income earned in 2018.

[ ]  Check here if confirmation of IRS non-filing letter is provided.

[ ]  Check here if confirmation of IRS non-filing letter will be provided later or you will be completing the non-tax

 filing statement provided by Averett University.

|  |  |  |
| --- | --- | --- |
| Employer’s Name | IRS W-2 or an Equivalent Document Provided? | Annual Amount Earned in 2018 |
| (Example: ABC’s Auto Body Shop | Yes | $4,500.00 |
|  |  | $  |
|  |  | $  |
|  |  | $  |
| Total Amount of Income Earned From Work | $  |

**E. Certification and Signature**

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date. Each person also understands that if any of the information reported on this form is inconsistent with what has been reported on the FAFSA, additional documentation may be required.

 P000

Print Student’s Name Student ID Number

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Student’s Signature **(Required)** Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Spouse’s Signature **(Optional)** Date

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