



# 2018-2019 Verification Worksheet

This form may be submitted via email,  
mail, fax, or in person

Office of Financial Aid  
1950 Third Street  
La Verne, CA 91750

Phone: (800) 649-0160  
Fax: (909) 448-1629  
finaid@laverne.edu

Your 2018-2019 Free Application for Federal Student Aid (FAFSA) was selected for a process called "Verification". The law says that before awarding Federal Student Aid, University of La Verne must compare your FAFSA with the information on this worksheet and other required documents. **We cannot process your financial aid until you submit all the required verification documents. Failure to complete the verification process in a timely matter may result in the loss of aid.**

## SECTION 1: STUDENT INFORMATION

Last Name

First Name

La Verne ID or SSN

Street Address (include apt. no.)

Cell Phone # or Alternate Phone #

City

State

Zip Code

## SECTION 2: FAMILY INFORMATION

### DEPENDENT STUDENTS

List below the people in the parents' household including:

- The student.
- The parent(s) (including a stepparent) even if the student doesn't live with the parent(s).
- The parents' other children if the parent(s) will provide more than half of the children's support from July 1, 2018 through June 30, 2019, or if the other children would be required to provide parental information if they were completing a FAFSA for 2018-2019. Include children who meet either of these standards even if the children do not live with the parent(s).
- Other people if they now live with the parent(s) and the parent(s) will provide more than half of their support and will continue to do so between July 1, 2018 and June 30, 2019.

### INDEPENDENT STUDENTS

List below the people in the students household including:

- The student.
- The student's spouse, if the student is married.
- The student's or spouse's children if the student or spouse will provide more than half of the children's support from July 1, 2018, through June 30, 2019, even if the children do not live with the student.
- Other people if they now live with you, you provide more than half of their support and will continue to do so through July 1, 2018 and June 30, 2019.

Please list all members currently in the household

Full Name	Age	Relationship	College (if applicable) in 2018-2019*
		<i>Self</i>	<i>University of La Verne</i>



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La Verne ID: \_\_\_\_\_

## SECTION 3: STUDENT'S TAX AND INCOME INFORMATION (check one)

### TAX FILERS ONLY

- ☐ Successfully used IRS Data Retrieval Tool to import my income information on the FASFA
- ☐ Attached is my 2016 Federal Tax Return Transcript from the IRS
- ☐ I have been granted a filing extension beyond the automatic six-month extension for the tax year 2016. Attached is a completed 2018-2019 Extension Form along with required documents.
- ☐ I filed an amended IRS income tax return for tax year 2016, attached are a 2016 IRS Tax Transcript, and a signed copy of the IRS form 1040X that was filed with the IRS.

**NON TAX FILERS ONLY** Submit an IRS Verification of Non-filing Letter dated on or after October 1, 2017 that indicates a 2016 IRS income tax return was not filed with the IRS. (If you are a dependent student you are not required to submit a letter of non-filing)

- ☐ I worked but did not file taxes. Attached are copies of all my 2016 W-2s or
- ☐ I was not employed in 2016 and had no income earned in 2016

**Listed below are all my sources of income and financial support such as employment income, cash support, disability, social security, etc.**

Source \_\_\_\_\_ Amount \_\_\_\_\_ Source \_\_\_\_\_ Amount \_\_\_\_\_  
Source \_\_\_\_\_ Amount \_\_\_\_\_ Source \_\_\_\_\_ Amount \_\_\_\_\_

## SECTION 4: PARENT(S) OR MARRIED STUDENT'S SPOUSAL TAX AND INCOME

### **DEPENDENT STUDENTS**

If your parent(s) (including stepparent) are married or your biological parents are unmarried but live together, you **must** submit income information for **both** parents.

### **INDEPENDENT STUDENTS**

If you are married but did not file a joint federal tax return, you **must** submit income for your spouse.

### TAX FILERS ONLY

- ☐ Successfully used IRS Data Retrieval Tool to import my parent(s) income information on the FASFA
- ☐ Attached are my parent(s)/spouse 2016 Federal Tax Return Transcript(s) obtained from the IRS
- ☐ I have been granted a filing extension beyond the automatic six-month extension for the tax year 2016. Attached is a completed 2018-2019 Extension form along with required documents.
- ☐ I filed and amended IRS Income Tax Return for tax year 2016, attached are a 2016 IRS Tax Return Transcript, and a signed copy of the 2016 IRS form 1040x that was filed with the IRS.

**NON TAX FILERS ONLY** Submit an IRS Verification of Non-filing Letter dated on or after October 1, 2017 that indicates a 2016 IRS income tax return was not filed with the IRS.

- ☐ My parent(s)/spouse worked but did not file taxes. Attached are copies of all my 2016 W-2s
- ☐ My parent(s)/spouse were not employed in 2016 and had no income

**Listed below are all my sources of income and financial support such as employment income, cash support, disability, social security, etc.**

Source \_\_\_\_\_ Amount \_\_\_\_\_ Source \_\_\_\_\_ Amount \_\_\_\_\_  
Source \_\_\_\_\_ Amount \_\_\_\_\_ Source \_\_\_\_\_ Amount \_\_\_\_\_

## SECTION 5: PRINT AND SIGN THE WORKSHEET

If dependent, at least one parent who is listed on the FAFSA must sign this form. By signing this worksheet, I (we) certify that all the information reported on it is complete and correct. If I (we) indicated a non-tax filer status (i.e. not required to file or will not file) I (we) certify that I (we) are not required to file a federal income tax return for the 2016 year. Per Department of Education guidelines, I (we) understand that purposely giving false or misleading information on the FAFSA or this worksheet may result in loss of aid and additional penalties including fines, imprisonment, or both.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature (Dependent Students Only)

\_\_\_\_\_  
Date