

Walsh University

Student Service Center – Financial Aid Office

2020 East Maple Street
North Canton, OH 44720
Phone: 330-490-7367
Fax: 330-490-7372
Email: finaid@walsh.edu

2019-2020

Dependent Students →

*For **DEPENDENT** Students (when parent's information is required on the FAFSA)*

2019-2020 Verification Worksheet

Your application was selected by the U.S. Dept. of Education for review in a process called "Verification." In this process, we are required by federal law (34 CFR, Part 668) to compare the information on your FAFSA with the information provided on this Worksheet and with your 2017 federal tax information (and your parents' if you are considered dependent for federal aid purposes). If there are differences between your application and the documents you've submitted, corrections may need to be made. **We cannot process your financial aid until verification has been completed, so please provide the required documents as soon as possible.**

As stated above, in addition to completing this worksheet, you must also provide federal tax information. Please take time to carefully read the information to the right regarding acceptable federal tax reporting methods. **This is a federally-mandated process.**

Reporting 2017 Tax Information

There are **TWO** ways you can report federal tax information to Walsh University:

Return to your FAFSA at www.fafsa.gov and request that the tax data be loaded from the IRS database. This is the easiest and fastest method. This cannot be done until your actual tax return is on file with the IRS. Note: Married couples filing separately CANNOT use this transfer option.

OR

Submit an IRS Tax Transcript to Walsh University (see back for more information). This form must be ordered from the IRS by you.

Tax Filers who are unable to obtain IRS Tax Transcripts because of *IRS Identity Theft* may call 1-800-908-4490 to request a Tax Return Database View (Form TRDBV).

A. Student Information

Last Name

First Name

M.I.

Social Security Number

B. Family Information

Telephone Number

X **Dependent Students:** In the box below, list the people in your parent's household; include (a) yourself, your parent(s) you live with (include stepparent); (b) your parents' other children, even if they don't live with your parent(s), if (1) your parents provide more than half of their support from July 1, 2019 through June 30, 2020, or (2) if they would be required to give parental information when applying for federal student aid; and (c) any other people if they now live with your parents, and your parents provided 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. Do **not** include foster children.

Write the names of all household members. Also, write in the name of the college for any family member (besides a parent) who will be attending college at least half-time between July 1, 2019 and June 30, 2020, and will be enrolled in a degree or certificate program (excluding College Credit Plus). If you need more space, attach a separate page with your name and student ID listed at the top.

Full Name	Age	Relationship	College
		Self	Walsh University

?
Did you remember to list only family members that meet the definition above?

C. Tax Forms and Income Information

You must provide federal tax information as part of the Verification Process for both you (the student) and your parent(s). Please indicate how you will be providing this data to us.

Student (check one):

S
T
U
D
E
N
T

☐ My IRS data has already been transferred onto my FAFSA via the IRS Data Retrieval Tool (DRT) option available to me.

☐ I am attaching my federal Income Tax Return Transcript that I obtained from the IRS.

You may order transcripts by logging onto IRS.gov and using the *Get Transcript Online* option, by calling 800-908-9946, or by completing and mailing Form 4506-T to the IRS. (Remember, copies of tax returns are not acceptable.) **Please list your name and student ID number on your transcript before submitting it to the Student Service Center.**

☐ I did not/will not file federal taxes in 2017 and am not required to do so.

Was income earned even though you did not file? _____ If yes, you MUST provide the following documentation:

- Please indicate the amount of money you earned from work: _____
- Enclose a copy of your 2017 W-2

Parents(s) (check one):

P
A
R
E
N
T

☐ My IRS data has already been transferred onto my FAFSA via the IRS Data Retrieval Tool (DRT) option available to me.

☐ I am attaching my federal Income Tax Return Transcript that I obtained from the IRS.

You may order transcripts by logging onto IRS.gov and using the *Get Transcript Online* option, by calling 800-908-9946, or by completing and mailing Form 4506-T to the IRS. (Remember, copies of tax returns are not acceptable.) **Please list the student's name and student ID number on your transcript before submitting it to the Student Service Center.**

☐ I did not/will not file federal taxes in 2017 and am not required to do so.

Was income earned even though you did not file? _____ If yes, you MUST provide the following documentation:

- Please indicate the amount of money you/your spouse earned from work: _____
- Enclose a copy of your 2017 W-2
- **REQUIRED:** Provide documentation from the IRS dated on or after October 1, 2018 that indicates a 2017 IRS income tax return was not filed with the IRS or other relevant tax authority. This can be obtained by completing an IRS form 4506-T or by going to www.irs.gov and requesting a tax return transcript for 2017.

☐ We have filed or will file a 2017 Tax Deadline Extension. (Walsh will contact you with additional instructions.)

D. Sign this Worksheet

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct. If dependent, at least one parent must sign. **Warning:** If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

Student's Signature _____ Date _____ Parent's Signature _____ Date _____

DO NOT submit this form until you have gathered all required documents/forms to avoid delays in processing. Once you have all of your required documents gathered, please return them to the Student Service Center in Farrell Hall. You may fax, mail, or drop off your documents.