Office of Student Financial Planning
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2027-2028 Verification Worksheet – Dependent Student

Please complete the following worksheet, which asks that you confirm or forward specific information to demonstrate the accuracy of information submitted on your 2027-2028 FAFSA.

Student's Name (please print clearly): _____

Student ID #: _____ Phone: (_____)_____-_____

Address: _____ City: _____

State: _____ ZIP: _____

Section A: Family Size (Dependent Student)

Family Size: List below the student's family members who live in their household. Include you (student), your parents, and other children or people that your parents will provide more than ½ of their financial support during the 27-28 academic year.

Full Name	Age	Relationship
		Self

Section B: 2025 Income Information for Student

Complete either A **OR** B for the **STUDENT**:

A. **Student Tax Filers** – If the student filed federal income taxes in 2025, please send a **signed** copy of their 2025 federal income tax return. If you do not have a copy of the federal income tax return, use the instructions below to obtain a tax return transcript.

Obtain a **2025 IRS Tax Return Transcript** through any one of these options:
1) Get Transcript Online – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript Online." Make sure to request the "Return Transcript" and ***NOT*** the "Account Transcript." The transcript displays online upon successful completion of the IRS's two-step authentication. OR
2) Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.

B. **Student Non-Tax Filers** – If the student DID NOT file federal income taxes in 2025, please complete the following:

Check the box that applies:

	The student was not employed and had no income earned from work in 2025.
	The student was employed in 2025 and have listed in the next grid the names of all employers and the amount earned from each employer in 2025 [Provide copies of all 2025 IRS W-2 forms issued to the student by their employers]. List every employer even if the employer did not issue an IRS W-2 form:

Employer's Name	Annual Amount Earned in 2025
(Example) ABC's Auto Body Shop	*$4,500.00*
Total Amount of Income Earned From Work	$

Section C: 2025 Income Information for Parent

Complete either A **OR** B for the **PARENT**:

A. **Parent Tax Filers** – If the parent(s) filed federal income taxes in 2025, please send a **signed** copy of their 2025 federal income tax return. If you do not have a copy of the federal income tax return, use the instructions below to obtain a tax return transcript.

Obtain a **2025 IRS Tax Return Transcript** through any one of these options:
1) Get Transcript Online – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript Online." Make sure to request the "Return Transcript" and ***NOT*** the "Account Transcript." The transcript displays online upon successful completion of the IRS's two-step authentication. OR
2) Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.

B. **Parent Non-Tax Filers** – If the parent(s) DID NOT file federal income taxes in 2025, please complete the following:

Check the box that applies:

	Neither parent was employed, and neither had income earned from work in 2025.
	One or both parents were employed in 2025 and have listed in the next grid the names of all employers and the amount earned from each employer in 2025 [Provide copies of all 2025 IRS W-2 forms issued to the parent(s) by their employers]. List every employer even if the employer did not issue an IRS W-2 form:

Employer's Name	Annual Amount Earned in 2025
(Example) ABC's Auto Body Shop	*$4,500.00*
Total Amount of Income Earned from Work	$

Section D: Certification and Signature:

Each person signing below certifies that all the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

Student's Signature (Required) _____ Date _____

Parent's Signature (Required) _____ Date _____