



OFFICE OF FINANCIAL AID

2020-2021 Verification Worksheet - Dependent

Your 2020-2021 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The Office of Financial Aid will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. If you have questions about verification, contact the Office of Financial Aid as soon as possible so that your financial aid will not be delayed. **You should make a copy of this worksheet for your records.**

Last Name	First Name	M.I.	UMID () -
Email Address			Phone Number

List below the people in your parent(s)' household. Include:

- Yourself.
- Your parent(s) (including a stepparent) even if you don't live with your parent(s).
- Your parent(s)' other children if your parent(s) will provide more than half of their support from July 1, 2020, through June 30, 2021, or if the other children would be required to provide parental information if they were completing a FAFSA for 2020-2021. Include children who meet either of these standards, even if they do not live with your parent(s).
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2021.

If more space is needed, attach a separate page with the student's name and UMID at the top.

Full names of ALL family members (including parents and yourself) receiving at least 50% of support from your parents:	Age:	Relationship to student:	Will he/she be enrolled in a degree program at a college/university at least half-time in 2020-2021?*	Name of college/university:
		Self (Student)	X Yes <input type="checkbox"/> No	University of Michigan-Flint
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	

Total number in household _____ (including yourself, see above)

If you have parents attending college or if you have siblings in high school who are taking classes at a college/university, **do not list them as enrolled in college for the purpose of this form.*

Student's Income Information to Be Verified - Please choose ONE of the options below.

- The student has used the IRS Data Retrieval Tool in FAFSA on the Web.
- The student will use the IRS Data Retrieval Tool in FAFSA on the Web.
- The student is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and the student has attached a **2018 IRS tax return transcript**—not a photocopy of the income tax return.
- The student was not employed and had no income earned from work in 2018.
- The student was employed in 2018, but was not required to file a 2018 Federal Income Tax Return. *List every employer below even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and UMID at the top.*

Source of Income (Employer's Name)	Dollar Amount	W-2 Attached
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No

Parent's Income Information to Be Verified—Note: If two parents were reported in Section B of this worksheet, the instructions and certifications below refer and apply to any parents (including stepparent).

Please choose ONE of the options below.

- The student's parent has used the IRS Data Retrieval Tool in FAFSA on the Web.
- The student's parent will use the IRS Data Retrieval Tool in FAFSA on the Web.
- The student's parent is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and the student's parent has attached a **2018 IRS tax return transcript - not** a photocopy of the income tax return.
- The student's parent(s) were not employed and had no income earned from work in 2018. **Must submit a Verification of Non-Filing Letter from the IRS for each parent - see next page for instructions.**
- The student's parent was employed in 2018, but was not required to file a 2018 Federal Income Tax Return. **Must submit a Verification of Non-Filing Letter from the IRS for each parent - see next page for instructions.** *List every employer below even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and UMID at the top.*

Source of Income (Employer's Name)	Dollar Amount	W-2 Attached
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No

I certify that all of the information reported on this worksheet is complete and correct.
The student and one parent must sign this worksheet.

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student's Signature

Date

Parent's Signature

Date

Your 2020-2021 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. To continue with the review, your 2018 Federal Income Tax information is required.

There are two choices for submitting your 2018 Federal Income Tax information and one choice for submitting the Verification of Non-Filing Letter.

Federal Income Tax - Preferred

How to use the IRS Data Retrieval Tool on the 2020-2021 FAFSA

You will need the address used to file your latest tax return and your FSA ID to use the IRS Data Retrieval Tool

1. Go to: FAFSA.gov
2. Log in to the student's FAFSA record
3. Select "Make FAFSA Corrections"
4. Navigate to the "Financial Information" section of the form
5. Respond to the first three questions about your tax filing status
6. Click on the link to the IRS [LINK TO IRS](#) button

Federal Income Tax - Alternative

How to request an IRS Tax Return Transcript

Submit an official IRS Tax Return Transcript if you filed a 2018 US Tax Return and you did not use the IRS Data Retrieval Tool when you filed the FAFSA.

You will need your Social Security Number, date of birth, and the mailing address from your latest tax return.

Option 1:

1. Go to: <http://www.irs.gov/Individuals/Get-Transcript>
2. Click on the [Get Transcript by Mail](#) link and fill out the form to request your "IRS Tax Return Transcript"

Option 2:

1. Call 1-800-908-9946
2. Follow the prompts to enter your request:
 - Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS tax account transcript"

Option 3:

1. Mail or Fax IRS Form 4506T

Verification of Non-Filing Letter

If you indicated that you did not or will not file taxes in tax year 2018 you must fill out and submit IRS Form 4506-T.

<https://www.irs.gov/pub/irs-pdf/f4506t.pdf>

On the 4506-T form:

- Fill out numbers 1-4 at the top of the page
- Fill in phone number next to signature
- On line 5B put your UMID number as the customer number.
- Sign
- Mail or fax form to the IRS office indicated on the back of the form.
- For those from Michigan - Fax: 855-800-8106

Mail to: Internal Revenue Service

RAIVS Team
Stop 37106
Fresno, CA 93888

The screenshot shows the FAFSA website navigation menu with options: Prepare for College, Types of Aid, Who Gets Aid, FAFSA®: Apply for Aid, and How to Repay Your Loans. Below the menu is the main heading 'FAFSA®: Apply for Aid' and a sub-heading 'Use the Free Application for Federal Student Aid (FAFSA®) form to apply for financial aid for college or grad school.' There are two columns of text: 'NEW TO THE FAFSA® PROCESS?' with 'Completing the FAFSA form is free. Fill it out now.' and 'RETURNING USER?' with 'Correct info • Add a school View your Student Aid Report (SAR)'. At the bottom, there are two buttons: 'START HERE >' and 'LOG IN >', with the 'LOG IN >' button circled in red.

➔ [Make FAFSA Corrections](#) to make a change, add a school, or transfer IRS data into your FAFSA

If you filed an Amended Return:

- Submit a copy of your original 2018 IRS Tax Return Transcript
- A signed copy of your complete 2018 IRS Form 1040X