

2024-25 Verification Worksheet for Independent Student

VERI-5

Your FAFSA Submission Summary (FSS) was selected for a review process called *verification*. By law, before awarding or disbursing state and federal student aid, we must compare the data from your FSS with the information provided on this worksheet and all required documents. *If you wait and submit the required documents after the end of the semester or after you have withdrawn, you might not qualify for financial aid. Complete all sections and attach the required documentation. Incomplete forms cannot be processed.*

STEP 1. Student Information

Student Name _____ VU ID# _____

Contact Phone # _____ E-mail _____

STEP 2. Family Size – Complete the table.

Family size includes the following:

- Yourself (Student).
- Spouse, if applicable.
- Your dependent children, if the following are true: they live with you (or live apart due to a qualifying temporary absence under IRS code, such as living apart due to college enrollment) and they receive more than half of their support from you and will continue to from July 1, 2024, through June 30, 2025.
Unborn children cannot be included in family size. Once the child is born, an update can be made to family size.
- Other persons if the following are true: they now live with you; they receive more than half of their support from you; and they will continue to receive more than half of their support from you from July 1, 2024, through June 30, 2025. Proof of support may be requested.

Full Name of each Family Member	Date of Birth	Relationship to Student
		Self

STEP 3. Income and Tax Information

Did you (and spouse) file a 2022 income tax return with the IRS or a relevant tax authority of a U.S. territory (Guam, American Samoa, the US Virgin Islands) or commonwealth (Puerto Rico and the Northern Mariana Islands), or a Foreign tax return?

Yes.

- If you (and/or your spouse) were not able to import all 2022 income tax information directly from the IRS when completing the 2024-2025 FAFSA, you (and spouse) must submit signed copies of your (and spouse's) 2022 income tax returns and applicable schedules.*
- If you are now married and you and your spouse did not file a 2022 income tax return together, signed copies of both income tax returns are required.
- If you (or your spouse) filed a 2022 amended tax return, a signed copy of the amended tax return must be submitted as well.
- If your (or spouse's) 2022 tax return contained a rollover for untaxed pension or IRA distribution, please enter the amount here: \$_____

If **NO...** Check the box(es) that apply and follow the instructions.

I (and/or my spouse) was not employed and did not earn income from work in 2022. I (and/or my spouse) did not and was not required to file a 2022 income tax return.

I (and/or my spouse) did earn income from work in 2022. However, I (and/or my spouse) did not and was not required to file a 2022 income tax return. **Complete the chart below. Submit copies of all W-2 forms.***

I (and/or my spouse) did earn income from a foreign country but was not required to file a 2022 income tax return with a non-IRS tax authority. **Each individual must submit a Verification of Non-filing letter if obtainable free of charge. Complete the chart below and submit copies of all W-2 forms.***

Employer's Name	Amount Earned in 2022	If no W-2 was received, explain why.
EXAMPLE: My neighbor, J. Smith	\$400.00	No. Paid in cash for mowing lawn.

Check this box ONLY if applicable: Federal regulations require our office to confirm if a non-tax filer DOES NOT have a Social Security Number, an Individual Taxpayer Identification Number, or an Employer Identification Number.

I certify that my spouse does not have a Social Security Number, an Individual Taxpayer Identification Number, or an Employer Identification Number.

*For instructions on how to obtain 2022 tax forms please visit the VU webpage: <https://www.vinu.edu/web/financial-services/verification>

STEP 4. Certification & Signature

After submitting all documents, **DO NOT** make any changes to your FAFSA. If the results of verification yield a change in your financial aid offers, we will notify you via email to check your VU student account for the most up-to-date information. This form and all required documents can be submitted by mail, fax, or in person. Verification deadlines and the consequences of not meeting deadlines are available online at <https://www.vinu.edu/web/financial-services/verification>.

Your signature certifies that all information reported is complete and correct. If you purposely give false or misleading information, you may be fined, sentenced to jail, or both. An original signature is required. We cannot accept typed signatures.

Student Signature _____ Date _____