**2023-2024 Verification Worksheet**



**Independent**

Your application was selected by the U.S. Dept. of Education for a process called verification**.**  We must compare the information on your FAFSA with that provided on this form. If there are differences between your FAFSA and the documents you’ve submitted, we will make corrections to your FAFSA or contact you for further clarification.

**A. Student Information**

## **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

## **Student’s Legal Name - LAST FIRST M.I. Date of Birth ID Number**

## **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

## **Address (include apt. #) City State Zip**

**B. Family Household Information**

**In addition to Yourself, include**:

* **Your spouse (if married and not separated)**
* **Your children, if you will provide more than half of their support from July 1, 2023 through June 30, 2024.**
* **Other people** who live with you and you provide **more than half** of their support and will continue to provide more than half of their support from **July 1, 2023** through **June 30, 2024**.

|  |  |  |  |
| --- | --- | --- | --- |
| Full Name | **Age** | Relationship  to Student | College Attending  **List the college, university or technical school, if enrolled half time or more & seeking a degree, diploma, or certificate during the 2023/24 academic year.** |
|  |  | SELF | UW-Green Bay |
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**If the information provided in this section does not match the household size and number in college submitted on the FAFSA, please attach an explanation of the difference(s).**

**over**

**Student ID #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I**

**C. Student/Spouse - Tax Filing Status**

*If requested on the enclosed letter or your Student Information System (SIS) ‘To Do List’, Tax Filers have multiple options for submitting 2021 Federal Tax information. Non-Filers must provide income information (see below). Please select the option used for the student and for the spouse.* ***If you filed******an amended or foreign tax return, or requested a filing extension, contact our office****.* ***If the student is married but did not file a joint 2021 tax return, both the student and spouse must submit tax information and Option 1 will not be available for use.***

|  |  |  |
| --- | --- | --- |
| **Student** | **TAX FILERS-OPTION 1 (Recommended)**  I have used the IRS Data Retrieval Tool and submitted a correction to my FAFSA application. Refer to <https://studentaid.gov/resources/irs-drt-text> for instructions on using the tool and who is eligible, as not everyone can use the tool. | **Spouse** |
|  |  |  |
| **Student** | **TAX FILERS-ADDITIONAL OPTIONS** | **Spouse** |
|  | I have enclosed my 2021 Federal **Tax Return Transcript**, or I will send it separately once I receive it from the IRS. Request a free 2021 Tax Return Transcript online at  [www.irs.gov/Individuals/Get-Transcript](http://www.irs.gov/Individuals/Get-Transcript), or by calling the IRS at 1-800-908-9946.  ***OR***  I have enclosed a signed copy of my 2021 Federal Tax Return (physically signed Form 1040 pages 1 and 2 with Schedules 1, 2, and 3 and Form 8880 as applicable) that has been submitted to the IRS. |  |

**-----------------------------------------------------------------------------------------------------------------------------------------------------------------**

|  |  |  |  |
| --- | --- | --- | --- |
| **Student** | **NON-TAX FILERS** | | **Spouse** |
|  | I did not and am not required to file a 2021 Federal Income Tax return. **You MUST:**   * **Submit all 2021 W-2 forms from your employers** * **Request a confirmation of non-filing from the IRS online at** [www.irs.gov/Individuals/Get-Transcript](http://www.irs.gov/Individuals/Get-Transcript) **or by completing form 4506-T available at irs.gov. Submit the confirmation of non-filing to our office.** * **List all income sources and amounts in the table below.** | |  |
| **2021 Amount** | **Student Income Sources** | **Spouse Income Sources** | **2021 Amount** |
|  |  |  |  |
|  |  |  |  |

#### D. Sign This Worksheet

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By signing this worksheet, we certify that all the information reported is complete and correct.  **Warning**: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

**Student’s Legal (Physical) Signature Date**

**Spouse’s Legal (Physical) Signature (Required if non-tax filer) Date**

**You can securely upload documentation here:** <https://www.uwgb.edu/financial-aid/upload-documents/>

You can also mail to: UW-Green Bay, Office of Financial Aid (SS1200), 2420 Nicolet Dr. Green Bay, WI 54311.

We do not recommend sending documents containing sensitive data electronically (fax or email). Questions? Need more information? Visit [www.uwgb.edu/financial-aid](http://www.uwgb.edu/financial-aid), call 920-465-2075, email financialaid@uwgb.edu or fax 920-465-2299.

Esta forma está disponible en español: <https://www.uwgb.edu/financial-aid/forms/verification-forms/>