**2023-2024 Verification Worksheet**



**Dependent**

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 the UWGB Student, include**:

* **Parent(s)**, even if the student doesn’t live with the parents. If the legal parents live in the same household, include both parents even if they are divorced, separated or were never married. If the parents are separated or divorced and living separately, list **the parent with whom the student lived with the most during the past 12 months**. If the student didn’t live with one parent more than the other, **list the parent who has provided the most** **financial support, during the past 12 months**. If the parent listed is remarried, **include** **the stepparent**.
* **Parent(s)’ other children**, even if they don’t live with the parent(s), **only if (1)** **the parents will provide more than half of their** **support from July 1, 2023 through June 30, 2024,** **or** **(2)** **the children would be required to provide parental information when applying for 2023-24 Federal Student Aid.**
* **Other people** who live with your parents and your parents 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 | Relationshipto 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 2023-24 FAFSA, please attach an explanation of the difference(s).**

**\*\*Parents:** If you are attending college in 2023-24, please submit a copy of your unofficial transcript that shows your enrolled courses and degree program for fall 2023.

**over**

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

**D**

**C. Student/Parent - 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. Please select the option used for the student and for the parent.* ***If you filed an amended or foreign tax return, or requested a filing extension, contact our office. If the parent is married but did not file a joint 2021 tax return, both the parent and spouse must submit tax information and Option 1 will not be available for use.***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Student** |  **TAX FILERS-OPTION 1 (*Recommended*)** |  |  | **Parent** |
|  | 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. |  |  |   |
| **Student** | **TAX FILERS-ADDITIONAL OPTIONS** |  |  | **Parent** |
|  | 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. |  |  |   |

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| **Student** |  **NON-TAX FILERS** | **Parent** |
|  | 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**
* **List all income sources and amounts in the table below.**
* **PARENT non-tax filers ONLY - 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.**
 |  |
| **2021 Amount** | **Student Income Sources** | **Parent Income Sources** | **2021 Amount** |
|  |  |  |  |
|  |  |  |  |

#### D. Sign This Worksheet

#### By signing this worksheet, we certify that all the information reported is complete and correct. The student and 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 Legal Physical Signature Date**

**Parent’s Legal Physical Signature Parent e-mail 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/>