



Dependent Verification Worksheet 2023-2024

Your 2023-2024 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding you federal student aid, we may ask you and your parents to confirm the information you reported on your FAFSA. If there are differences, your FAFSA information may need to be corrected. You and any parent whose information was reported on the FAFSA must complete and sign this worksheet, attach any required documents and submit them to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

Last Name	First Name	Middle Initial	NetID
Address (include apt. no.)		Date of Birth	
City	State	Zip Code	Phone Number (include area code)

Section I: Household Information

List the people in parents' household. Include the following:

- Yourself, even if you do not live with your parent(s).
- Your parents. Do not include a parent who is not living in the household due to separation, divorce, or death.
- Your parents' other children if your parent(s) will provide more than half of their support from July 1, 2023 through June 30, 2024.
- Your unborn child and/or parent's unborn child, if that child will be born before June 30, 2024, and your parents will provide more than half of the child's support from the projected birth date through June 30, 2024
- 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, 2024.

First	Full Name Last	Age	Relationship to you (self, parent, brother, sister, etc)	If this person will attend college half-time or more in 2023-2024, print the name of the college.	Will be Enrolled at least 6 credit hours? Yes or No
			Self	Colorado State University-Pueblo	

Note: We may require additional documentation if we have reason to believe that the information regarding the household member enrolled in eligible postsecondary education institutions is inaccurate. If there are more than seven people in your household, please attach a separate piece of paper with the above information for each additional person.

PLEASE RETURN ALL FORMS AND DOCUMENTATION IN PERSON, BY MAIL, PAWS, OR FAX TO:

Colorado State University-Pueblo
Student Financial Services
2200 Bonforte Blvd
Pueblo, CO 81001

Phone: (719) 549-2753
Fax: (719) 549-2088
Email Documents (PDF only) to: financialaid@csupueblo.edu

The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at StudentAid.gov. In most cases, no further documentation is needed to verify 2021 income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed.

Section II: Student 2021 Tax Information

Please mark the appropriate box for your tax situation and provide the required documents.

Check One	If you:	You must:
<input type="checkbox"/>	Filed 2021 Tax Return and did use the IRS Data Retrieval Tool on the FAFSA.	Complete this Verification Worksheet and return it to our office.
<input type="checkbox"/>	Filed 2021 Tax Return and did not use the IRS Data Retrieval Tool on the FAFSA	Submit a copy of your 2021 IRS Tax Return Transcript or a signed IRS Form 1040 including all filed schedules.
<input type="checkbox"/>	Worked in 2021 and did not file a 2021 Tax Return	Provide copies of your 2021 W-2's and list 2021 employment information: Source: _____ Amount: _____ 1. _____ 1. _____ 2. _____ 2. _____ 3. _____ 3. _____
<input type="checkbox"/>	Did not work in 2021 and did not file a 2021 Tax Return	By selecting this option you are verifying that you had zero wages/income in 2021.

Section III: Parent 2021 Tax Information

Please mark the appropriate box for your tax situation and provide the required documents.

Check One	If your parent:	Parent must:
<input type="checkbox"/>	Filed 2021 Tax Return and did use the IRS Data Retrieval Tool on the FAFSA	Complete this Verification Worksheet and return it to our office.
<input type="checkbox"/>	Filed 2021 Tax Return and did not use the IRS Data Retrieval Tool on the FAFSA	Submit a copy of your 2021 IRS Tax Return Transcript or a signed IRS Form 1040 including all filed schedules.
<input type="checkbox"/>	Worked in 2021 and did not file a 2021 Tax Return	Submit: Verification of Non-Filing (VNF) from the IRS and All 2021 W-2's and All 2021 employment information: Source: _____ Amount: _____ 1. _____ 1. _____ 2. _____ 2. _____ 3. _____ 3. _____
<input type="checkbox"/>	Did not work in 2021 and did not file a 2021 Tax Return	Submit a Verification of non-Filing (VNF) from the IRS. Low Income Worksheet-Parent

Section IV: Certification and Signatures

I understand that it is my responsibility to submit all necessary documentation listed in the previous tables that apply to my filing status. Failure to do so may result in delays in packaging and disbursement, late charges on my student bill, or being ineligible for financial aid for the enrolment period.

By signing this worksheet, I/we certify that all the information reported on this form is complete and correct. My/our signature(s) below authorize any needed corrections to the information reported on the Free Application for Federal Student Aid (FAFSA) as a result of the verification process. The student and one parent **MUST** sign this form.

Warning: Intentionally providing false and misleading information on the FAFSA is fraud. The penalties for lying on the FAFSA include, but are not limited to, fines of up to \$20,000 and up to five years of jail time, in addition to repaying the financial aid received by the student.

Student's Signature	Date	Parent's Signature	Date
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How to Obtain Tax Documents From the IRS

Tax Return Transcript (TRT)

Online Request: Go to www.irs.gov, under the File heading on the IRS homepage click "Get Your Tax Record." You can then choose to "Request online or "Request by Mail." Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript."
Telephone Request: 1-800-908-9946

Verification of Non-Filing

Complete Form 4506-T found at <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>.
Check box 7 (Verification of Nonfiling).
For question 9, put 12/31/20.
Once completed, mail to the appropriate address found on page 2 of Form 4506-T.