

Independent Verification Worksheet

2023-24



Your 2023-24 Free Application for Federal Student Aid (FAFSA) has been selected for review in a process called "Verification". In this process, NDSCS will compare the information you provided on your FAFSA with the financial documents listed on the enclosed Verification Letter. If there are discrepancies, corrections will be made to your FAFSA.

Section A – Student Information

_____ (_____) _____
 Student's Last Name Student's First Name Student ID Number Telephone Number

Section B – Household Information

Please circle student's marital status as of the date that the FAFSA was completed:

Never Married Married/Remarried Widowed Separated Divorced

List the month and year of your marital status (i.e. date of separation, date remarried, etc.): _____

Write the names of the people in your household in the chart below.

1. Include yourself
2. Include your spouse, if you are married.
3. Include your children and your spouse's children if you or your spouse will provide **more than half** of their support between July 1, 2023 and June 30, 2024, even if they do not live with you.
4. Include other dependents if they now live with you, you provide **more than half** of their support, and you will continue to provide **more than half** of their support through June 30, 2024.

Full Name	Age	Relationship	College/University (if applicable)
		Self	NDSCS

Section C – Student's 2021 Income Information

Check the box that applies:

- I filed a **2021** Federal IRS Tax Return (Form 1040). Important: If you did not use the IRS Data Retrieval Tool (DRT) to transfer your tax data when you completed the FAFSA and are eligible to do so, you must do that now OR you must submit a copy of your **2021** Federal Tax Return AND all applicable schedules (1-3, C, and/or F).
- **If you checked this box, please complete the following chart.** List exact earnings – **Do NOT estimate amounts.** If multiple W-2s/Schedules, list each of them individually – **Do NOT use total amounts.**

W-2 Earnings Amount from Box 1 on the W-2(s)	Schedule C Earnings Amount from line 31 on Schedule C (if applicable)	Schedule F Earnings Amount from line 34 on Schedule F (if applicable)
\$ _____	\$ _____	\$ _____
\$ _____	\$ _____	\$ _____

- I was employed and had income but was not required to file a **2021** Federal IRS Tax Return.
- If you checked this box, you must submit copies of all **2021** W-2 Forms. If you only received cash income in **2021**, indicate the amount you received: \$ _____. You must also submit a **2021** IRS Verification of Non-Filing Letter. A free IRS Verification of Non-Filing Letter can be obtained from the IRS.
- I was not employed, did not have income and was not required to file a **2021** Federal IRS Tax Return.
- If you checked this box, you are required to submit a **2021** IRS Verification of Non-Filing Letter. A free IRS Verification of Non-Filing Letter can be obtained from the IRS.

Section D – Spouse’s 2021 Income Information (complete if you are married)

Check the box that applies:

- My spouse filed a **2021** Federal IRS Tax Return (Form 1040). Important: If your spouse did not use the IRS Data Retrieval Tool (DRT) to transfer his/her tax data when the FAFSA was completed and are eligible to do so, he/she must do that now OR he/she must submit a copy of your **2021** Federal Tax Return AND all applicable schedules (1-3, C, and/or F).
 - **If you checked this box, please complete the following chart*.** List exact earnings – **Do NOT estimate amounts.** If multiple W-2s/Schedules, list each of them individually – **Do NOT use total amounts.**

<i>W-2 Earnings</i> <i>Amount from Box 1 on the W-2(s)</i>	<i>Schedule C Earnings</i> <i>Amount from line 31 on Schedule C</i> <i>(if applicable)</i>	<i>Schedule F Earnings</i> <i>Amount from line 34 on Schedule F</i> <i>(if applicable)</i>
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$

- My spouse was employed and had income but was not required to file a **2021** Federal IRS Tax Return.
 - If you checked this box, you must submit copies of all **2021** W-2 Forms for your spouse. If your spouse only received cash income in **2021**, indicate the amount he/she received: \$_____.
 - You must also submit a **2021** IRS Verification of Non-Filing Letter for your spouse if he/she did not file. A free IRS Verification of Non-Filing Letter can be obtained from the IRS.
- My spouse was not employed, did not have income and was not required to file a **2021** Federal IRS Tax Return.
 - If you checked this box, you are required to submit a **2021** IRS Verification of Non-Filing Letter for your spouse if he/she did not file. A free IRS Verification of Non-Filing Letter can be obtained from the IRS.

Section E – Signature

The verification process may take SEVERAL WEEKS and your federal financial aid cannot be determined until the process is complete. Therefore, we suggest that you submit all information to our office **WITHIN 30 DAYS. If any of the sections of this worksheet are left blank or any signatures are missing, this worksheet will be returned to the student for completion, thereby delaying the processing of your financial aid.** Thank you for your cooperation and prompt response.

The information provided on this form is true and complete to the best of my knowledge. I understand that purposely giving false or misleading information may result in fines, penalties, and/or reduction or immediate repayment of aid.

Student’s Signature _____

Date ____/____/____

Forms can be submitted ONE of the following ways:

Mail to: Enrollment Services/Financial Aid ▪ NDSCS ▪ 800 6th St N ▪ Wahpeton, ND 58076
 Drop off at: 101 Haverty Hall (Wahpeton) OR 183G (NDSCS-Fargo)
 Contact Us: 1-800-342-4325 or 701-671-2207 | NDSCS.Fin.Aid@ndscs.edu

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