

**2019-20 Verification Worksheet for Independent Student – Form 5**

Student ID Number: S \_\_\_\_\_

Student Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

***Form must be completed in blue or black ink. Failure to accurately complete this form may result in a delay of processing or change of financial aid eligibility. Additional documentation may be requested. Read instructions carefully before completing.***

**Section 1: High School Completion Status**

Please submit documentation to verify you have completed a high school education. Acceptable documentation can include:

- A high school diploma or a copy of an official high school transcript. Transcripts must verify graduation completion date
- GED certificate or transcript
- A transcript that indicates that you have successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree at any participating school
- Home school credential or transcript
- If high school completed in foreign country, a copy of the "secondary school leaving certificate" or similar document

Type of documentation submitted: \_\_\_\_\_

Designated institutional official: \_\_\_\_\_

(School official's printed name)

**Section 2: Identity****MUST BE COMPLETED & SIGNED AT THE FINANCIAL AID OFFICE**

**If unable to appear in person at the Financial Aid Office, you must complete this section with a notary**

You must appear in person at \_\_\_\_\_ Financial Aid Office to verify your  
(Name of institution)

identity by presenting a valid unexpired government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of your photo ID.

Type of documentation submitted: \_\_\_\_\_

Designated institutional official: \_\_\_\_\_

(School official's printed name)

Student ID Number: S \_\_\_\_\_

**Section 3: Statement of Educational Purpose**

**MUST BE COMPLETED & SIGNED AT THE FINANCIAL AID OFFICE**

**If unable to appear in person at the Financial Aid Office, you must complete this section with a notary**

In addition, you must sign, in the presence of the institutional official, the following:

I certify that I \_\_\_\_\_ am the individual signing this  
 (Student's printed name)  
 Statement of Educational Purpose and that the federal student financial assistance  
 I may receive will only be used for educational purposes and to pay the cost of attending  
 \_\_\_\_\_ for 2019-2020.  
 (Name of institution)

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Notary Section Instructions: Please Read**

This section should only be completed if you are unable to appear in person at the institution with a designated official. This form (the original on which the seal is visible) should be mailed to the Financial Aid Office at your institution along with the copy of the government-issued identification and high school documentation.

**Notary's Certificate of Acknowledgement**

State of \_\_\_\_\_ City/County of \_\_\_\_\_

On \_\_\_\_\_, before me \_\_\_\_\_  
 (Date) (Notary's name)

Personally appeared \_\_\_\_\_ and proved to me on the basis of  
 (Printed name of signer)

Satisfactory evidence of Identification \_\_\_\_\_ to be the above-named  
 (Type of unexpired government-issued ID provided)

Person who signed the foregoing instrument.

My commission expires on \_\_\_\_\_, 20\_\_\_\_\_

Notary (Print): \_\_\_\_\_

Notary (Signature): \_\_\_\_\_

(Seal)

Student ID Number: S \_\_\_\_\_

**Section 4: Household Information**

**Student Information**

List the people in your household, including:

- **Yourself** (the ‘student’), and **your spouse** if you were married when you signed the FAFSA and;
- **Your dependent children, if you will provide more than half of their support \* from July 1, 2019 through June 30, 2020**, even if they do not live with you, and;
- **Other people** if they **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, 2019 through June 30, 2020.

*\*Support includes money, gifts, loans, housing, food, clothes, car, medical/dental care, college tuition, etc.*

Full Name	Age	Relationship to Student	The name of the college attending from July 1, 2019 to June 30, 2020. Must attend at least ½ time and be enrolled in an eligible degree and/or certificate.
		Self	

THIS SPACE INTENTIONALLY  
LEFT BLANK

Student ID Number: S \_\_\_\_\_

**Section 5: Income Information**

• **TAX FILERS:**

- **If you and your spouse filed a 2017 Federal Income Tax Return**, you must either give the Internal Revenue Service (IRS) permission to transfer all 2017 tax information directly to the FAFSA through the IRS Data Retrieval Tool, or submit a 2017 Federal Tax Return Transcript, or signed 2017 Federal Tax Return.
- **To obtain an IRS Federal Tax Return Transcript**, you may go to <https://www.irs.gov/individuals/get-transcript> and click on “Get a Transcript Online” or “Get a Transcript by Mail” or call 1-800-908-9946. Be sure to order the IRS Tax “Return” Transcript. If you and your spouse did not file 2017 taxes jointly, both you and your spouse should submit a Tax Return Transcript.

• **NON-TAX FILERS:**

- **If you and/or your spouse did not file a 2017 Federal Income Tax Return**, you are required to submit a Statement of Non-Filing and all 2017 W2s. To receive a 2017 Statement of Non-Filing, go to <https://www.irs.gov/pub/irs-pdf/f4506t.pdf> and complete Form 4506-T with **Box 7** checked. If you are unable to obtain a Statement of Non-Filing, please contact the Financial Aid Office.
- If you (the student) or your spouse are not able to locate your 2017 W2s, you can request to receive your Wage and Income Statement by checking **Box 8** on the 4506-T.

**2017 Tax Filing Status: Only select one option for each individual**

	Student	Spouse
1. Has used or plans to use the IRS Data Retrieval Tool to transfer tax information electronically on FAFSA.	<input type="checkbox"/>	<input type="checkbox"/>
2. Has or plans to submit a copy of their 2017 IRS Federal Tax Return Transcript or signed 2017 IRS Federal Tax Return.	<input type="checkbox"/>	<input type="checkbox"/>
3. Has not filed, was not required to file, and had no income earned from work in 2017.	<input type="checkbox"/>	<input type="checkbox"/>
4. Has not filed, was not required to file, but had income earned from work in 2017 as listed below, and already has or plans to submit all 2017 W2's. <b>If this box is selected, wage information must be completed below.</b>	<input type="checkbox"/>	<input type="checkbox"/>

**2017 Wage Information (Only Non-Filers)**

*Only complete wage information for each person who selected **Option 4** in the previous chart.*

Non-Tax Filer	Name of Employer	2017 Income Earned
<b>Student</b>		\$
		\$
<b>Spouse</b>		\$
		\$

*If more space is needed, attach a separate page with student's name and student ID number.*

**By signing this document, I certify that the information is complete, true and accurate. I understand that purposely providing false or misleading information could result in criminal prosecution, a prison sentence, and/or a fine pursuant to U.S. Criminal Code and Colorado Criminal Code.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_