Independent

CONCORDIA UNIVERSITY
NEBRASKA

2021-2022 Verification Worksheet

Your FAFSA was selected for review in a process called "verification". **Verification must be completed before financial aid can be finalized and before federal aid can be paid.** Conflicting information found on the FAFSA as compared to the information submitted on this form or any other requested document requires updates to the FAFSA. Concordia University will update the information on your FAFSA, recalculate your aid eligibility and send you a revised financial aid award.

Please complete the **entire** form (FRONT AND BACK), attach the supporting documentation requested, sign and return to the Student Financial Services Office. **PLEASE DO NOT EMAIL FORMS. Incomplete forms will not be processed. Verification cannot be completed until all requested documents are received and reviewed.**

SECTION A: STUDENT INFORMATION

Student's Name:_____ SSN:_____

Permanent Address:_____ Date of Birth:_____

City:_____ State:_____ Zip Code:_____ Home Phone:_____

Cell Phone:_____ Email:_____
(Used for authentication if uploading documents)

SECTION B: FAMILY INFORMATION

List the people in your household, including:

- yourself, and your spouse if you have one, and
- your children, if you will provide more than half of their financial support from July 1, 2021 through June 30, 2022, even if they do not live with you, and
- other people if they now live with you, and you provide more than half of their financial support and will continue to provide more than half of their financial support from July 1, 2021 to June 30, 2022.

Write the names of all household members in the space(s) below. Also write the name of the college for any household member, who will be attending at least half time between July 1, 2021 and June 30, 2022, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate sheet.

Full Name	Age	Relationship	College	Will be enrolled at least half-time?
Missy Jones (example)	*18*	*Sister*	*Central University*	
		Self		

SECTION C: STUDENT TAX AND INCOME INFORMATION

Carefully review each option below and select the choice that most accurately reflects your tax filing status.

- ○ I filed taxes for Tax Year 2019 and have used the IRS Data Retrieval Tool on the 2021-2022 FAFSA or I am providing my 2019 IRS Tax **Return** Transcript. Request transcripts at www.IRS.gov. Click "Get Your Tax Record". Click "Get Transcript ONLINE" (**recommended**) or "Get Transcript by MAIL" and request your 2019 Tax **Return** Transcript. You should receive your transcript by mail within 5-10 business days. You may also request your Tax **Return** Transcript by calling 1-800-908-9946, **select Option 2** and enter the correct tax year.
- ○ I had income from work in 2019 but did not, will not, and was not required to file taxes for the tax year 2019*****. **I am providing my 2019 W-2 forms**. Note: If you did not receive 2019 W-2s, list in the box provided below your employer(s) and any income received in 2019.
- ○ I had no income in 2019 and did not, will not, and was not required to file taxes for Tax Year 2019*****.

Income Source/Employer	2019 Income	W-2 received?
	$	
	$	

***** **IMPORTANT!!!** If you did not, will not, and were not required to file taxes for Tax Year 2019, you will need to request a Verification of Non-Filing Letter from the IRS. You may do this using the Get Transcript Online feature at www.IRS.gov or by submitting Form 4506-T to the IRS. Your Verification of Non-Filing Letter must be dated on or after October 1, 2019. We cannot accept letters dated before then.

SECTION D: SPOUSE TAX AND INCOME INFORMATION (if applicable)

Carefully review each option below and select the choice that most accurately reflects your tax filing status.

- ○ I (the spouse) filed taxes for Tax Year 2019 and have used the IRS Data Retrieval Tool on the 2021-2022 FAFSA or I am providing my 2019 IRS Tax **Return** Transcript. Request transcripts at www.IRS.gov. Click "Get Your Tax Record". Click "Get Transcript ONLINE" (**recommended**) or "Get Transcript by MAIL" and request your 2019 Tax **Return** Transcript. You should receive your transcript by mail within 5-10 business days. You may also request your Tax **Return** Transcript by calling 1-800-908-9946, **select Option 2** and enter the correct tax year.
- ○ I (the spouse) had income from work in 2019 but did not, will not, and was not required to file taxes for the tax year 2019*****. **I am providing my 2019 W-2 forms**. Note: If you did not receive 2019 W-2s, list in the box provided below your employer(s) and any income received in 2019.
- ○ I (the spouse) had no income in 2019 and did not, will not, and was not required to file taxes for Tax Year 2019*****.

Income Source/Employer	2019 Income	W-2 received?
	$	
	$	

***** **IMPORTANT!!!** If you (the spouse) did not, will not, and were not required to file taxes for Tax Year 2019, you will need to request a Verification of Non-Filing Letter from the IRS. You may do this using the Get Transcript Online feature at www.IRS.gov or by submitting Form 4506-T to the IRS. Your Verification of Non-Filing Letter must be dated on or after October 1, 2019. We cannot accept letters dated before then.

I hereby certify that all statements and information provided on this form and the supporting documentation I have provided are true, complete, and correct to the best of my knowledge and belief. If asked by an authorized official, I agree to give proof of the information that I have given on this form. I understand it is a federal crime to purposely give false or misleading information on this form and may be subject to a fine, imprisonment, or both. By signing this form, I certify that I understand that the Secretary of Education has the authority to verify the information reported. If you purposely give false or misleading information, you may be fined up to $20,000, sent to prison, or both.

Student Signature:_____ Date:_____

Spouse Signature:_____ Date:_____