Nebraska Wesleyan University

NEBRASKA WESLEYAN UNIVERSITY

2020-2021 Dependent Verification Worksheet (V5)

The U. S. Department of Education has randomly selected your FAFSA for the verification process. What that means is the household and financial information on your FAFSA needs to be verified to make absolutely certain you are receiving the correct financial aid.

Please return all required documents within three weeks of receipt of this request.

A. Student Information

Last Name _____ First Name _____ M.I. _____ NWU ID _____

Address _____ City _____ State _____ Zip Code _____ Phone Number _____

B. Family Information

If more space is needed, attach a separate page with your full name and NWU ID at the top.

Full Name	Age
Write the name of the people in your parent(s) household in the chart below 1. Include **yourself**. 2. Include your **parents**: • If your parents are divorced, list the parent you lived with most during the last 12 months. If you did not live with one parent more than the other, indicate the parent who provided more than half of your support during the last 12 months. This should be the same parent whose information was provided on the FAFSA. • If your parent is remarried, stepparent's name and 2018 federal tax information must be on FAFSA, even if your parent did not get married until after 2018. • If your biological parents are unmarried but live together, both parents' 2018 tax information must be on FAFSA and both parents' names, SSN, and birth dates shown. 3. Include your parent(s)' other children, if your parents will provide more than half of their support between July 1, 2020 and June 30, 2021 or if the children would be required to provide parental information if they were completing a 20-21 FAFSA. 4. Include other dependents, if they now live with your parent(s) and your parent(s) will continue to provide more than half of their support through June 30, 2021.	Write the age of each family member in the chart below. **Relationship** Write the relationship for each family member to the student in the chart below. **College** Add the name of the college for any household member, excluding parent(s), who will be enrolled in a degree, diploma, certificate program at an eligible postsecondary educational institution at least half-time any time between July 1, 2020 and June 30, 2021.

Full Name	Age	Relationship	Enrolled in College – 2020-2021	Will be Enrolled at Least Half Time
		Self	Nebraska Wesleyan University	
		Parent/Stepparent	NA	NA
		Parent/Stepparent	NA	NA
		Sibling/Other ____		
		Sibling/Other ____		
		Sibling/Other ____		

C. STUDENT AND PARENT(S): If the IRS Data Retrieval Tool (DRT) was not used to enter 2018 Federal Tax Information on the FAFSA, submit a SIGNED copy of parent(s) and student's, if student filed, 2018 income tax return (1040) and applicable schedules (1,2,3, C…etc).

If you did not keep a copy of your tax form, go to https://www.irs.gov and order a 2018 IRS Tax Return Transcript. The Financial Aid section of your WebAdvisor account will list all the required documents necessary to complete the Financial Aid process, including any tax related items.

D. STUDENT Income Information for NON-FILER of 2018 tax form.

Complete this section only if you the student did not file and was not required to file a 2018 federal income tax return.

Check the box that applies:

☐ I (the student) was not employed and had no income earned from work in 2018.

☐ I (the student) was employed in 2018 and have listed below the names of all the employers and the amount earned from each employer in 2018.

Attach copies of all 2018 W-2 forms issued to you by your employers. List every employer even if they did not issue an IRS W-2 form.

Employer's Name	2018 Amount Earned	IRS W-2 Attached?

E. PARENT(S) Income Information for 2018 NON-FILERS of tax forms.

Complete this section only if parent(s) did not file and are not required to file a 2018 federal income tax return. Parents of dependent students who did not file a 2018 federal income tax return are required to provide NWU with a VERIFICATION OF NON-FILING LETTER from the IRS. You must request this letter from the IRS by mail by completing IRS Form 4506-T www.irs.gov/pub/irs-pdf/f4506t.pdf.

Check the box that applies:

☐ The parent(s) were not employed and have no income earned from work in 2018.

☐ The parent(s) were employed in 2018 but were not required and did not file a 2018 income tax form. Listed below are the names of all employers and the amount earned from each employer in 2018. The 4506-T has been sent to IRS.

Attach copies of all 2018 W-2 forms issued to you by your employers. List every employer even if they did not issue an IRS W-2 form.

Employer's Name	2018 Amount Earned	IRS W-2 Attached?

F. High School Completion Status

Provide one of the following documents that indicate the student's high school completion status when the student will begin college in 2020–2021:

☐ A copy of the student's high school diploma.

☐ A copy of the student's final official high school transcript that shows the date when the diploma was awarded.

☐ A state certificate or transcript received by a student after the student passed a State-authorized examination that the State recognizes as the equivalent of a high school diploma (GED test, HiSET, TASC, or other State-authorized examination).

☐ For students who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or similar document.

☐ An academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.

☐ For a homeschooled student from a state where state law requires the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.

☐ For a homeschooled student from a state where state law does not require the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by the student's parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting.

If NWU has the acceptable documentation listed above, please note that on this verification worksheet or contact the Financial Aid office.

G. Identity and Statement of Educational Purpose (To Be Signed at Nebraska Wesleyan University. If you are not able to sign the Statement of Educational Purpose at Nebraska Wesleyan please skip to "I" on page 4.)

The student must appear in person at Nebraska Wesleyan University to verify his or her identity by presenting an unexpired valid 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 the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID. In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose provided below.

Statement of Educational Purpose

I certify that I _____ am the individual signing this Statement of Educational Purpose and that the Federal
(Print Student's Name)
student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending
Nebraska Wesleyan University for 2020-2021.
(Name of Postsecondary Educational Institution)

_____ _____
(Student's Signature) (Date)

_____
(Student's ID Number)

H. Certifications and Signatures

By signing below I certify that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date this worksheet. **WARNING: If you purposely give false or misleading information on this worksheet you may be fined, be sentenced to jail, or both.**

_____
Student's Printed Name

_____ _____
Student's Signature Date

_____ _____
Parent's Signature Date

Please return this form to NWU's Financial Aid Office. NWU is not able to accept a copy of this form. You should make a copy of this worksheet for your records.

Mail: Nebraska Wesleyan University
Attention: Financial Aid Office
5000 Saint Paul Ave.
Lincoln, NE 68504

I. Identity and Statement of Educational Purpose (To Be Signed in the Presence of a Notary if you are unable to sign this statement at Nebraska Wesleyan University).

If the student is unable to appear in person at Nebraska Wesleyan University to verify his or her identity, the student must provide to the institution:

1. A copy of the unexpired government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary such as, but not limited to a driver's license, other state-issued ID, or passport; and
2. The original Statement of Educational Purpose, which is provided below, must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

Statement of Educational Purpose

I certify that I _____ am the individual signing this Statement of Educational Purpose and that the Federal
(Print Student's Name)
student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending
Nebraska Wesleyan University for 2020-2021.
(Name of Postsecondary Educational Institution)

_____ _____
(Student's Signature) (Date)

_____
(Student's ID Number)

Notary's Certificate of Acknowledgement

State of _____ City/County of _____ On_____, before me,
(Date)
_____, personally appeared, _____,
(Notary's name) (Printed name of signer)

and provided to me on basis of satisfactory evidence of identification _____
(Type of government-issued photo ID provided)
to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal
(seal) _____
(Notary signature)

My commission expires on _____
(Date)

J. Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date this worksheet. **WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.**

_____
Student's Printed Name

_____ _____
Student's Signature Date

_____ _____
Parent's Signature Date

Please return this form to NWU's Financial Aid Office. NWU is not able to accept a copy of this form. You should make a copy of this worksheet for your records.

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Attention: Financial Aid Office
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