

2018-2019 Verification Worksheet • Independent Student

Your 2018-2019 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information that you reported on your FAFSA. **You must complete and sign this form**, attach any required documents, and submit all paperwork to Penn’s financial aid office via the [secure document upload portal](#). We may ask for additional information. If you have any questions, please contact our office as soon as possible.

A. Student’s Information

Name (Last, First, Middle Initial) _____ Penn ID

Address _____ Phone _____ Email

B. Family Information

List below the people in your household. Include:

- (1) Yourself and your spouse.
- (2) You, and your spouse’s children, if you and/or your spouse will provide **more than half of their support** from July 1, 2018 to June 30, 2019, or if the children would be required to provide your information if they completed a FAFSA for 2018-2019. Include children who meet either of these standards, even if they do not live with you.
- (3) Other people if they now live with you and you provide **more than half of their support** and will continue to provide more than half of their support through June 30, 2019.
- (4) Include the name of the College/University for anyone in your household who will be enrolled at least half time in a degree or certificate program at any time between July 1, 2018 and June 30, 2019. **If more space is needed, attach a separate page.**

Full Name	Age	Relationship	College/University	Enrolled at least ½ time?
		<i>self</i>	<i>University of Pennsylvania</i>	

C. Student’s/Spouse’s Information to be Verified

STUDENT SECTION (Check one box only)		SPOUSE SECTION (Check one box only)	
<input type="checkbox"/>	I have used the <i>IRS Data Retrieval Tool</i> to transfer my 2016 IRS income tax information into my FAFSA (https://fafsa.ed.gov/).	<input type="checkbox"/>	I have used the <i>IRS Data Retrieval Tool</i> to transfer my 2016 IRS income tax information into my FAFSA (https://fafsa.ed.gov/).
<input type="checkbox"/>	I am unable to or will not use the <i>IRS Data Retrieval Tool</i> . I have attached a copy of my <u>2016 IRS Tax Return Transcript</u> that I received from the IRS (www.irs.gov).	<input type="checkbox"/>	I am unable to or will not use the <i>IRS Data Retrieval Tool</i> . I have attached a copy of my <u>2016 IRS Tax Return Transcript</u> that I received from the IRS (www.irs.gov).
<input type="checkbox"/>	I filed an amended tax return and have attached a SIGNED copy of my <u>2016 IRS Form 1040X “Amended U.S. Individual Income Tax Return”</u> that was filed and a copy of the <u>2016 Tax Return Transcript</u> that I received from the IRS (www.irs.gov).	<input type="checkbox"/>	I filed an amended tax return and have attached a SIGNED copy of my <u>2016 IRS Form 1040X “Amended U.S. Individual Income Tax Return”</u> that was filed and a copy of the <u>2016 Tax Return Transcript</u> that I received from the IRS (www.irs.gov).
<input type="checkbox"/>	I was not employed in 2016 and did not file a 2016 tax return. I have attached copies of the <u>IRS Verification of Non-Filing Letter</u> for 2016 received from the IRS (www.irs.gov).	<input type="checkbox"/>	I was not employed in 2016 and did not file a 2016 tax return. I have attached copies of the <u>IRS Verification of Non-Filing Letter</u> for 2016 received from the IRS (www.irs.gov).
<input type="checkbox"/>	I was employed in 2016, but was not required to file a 2016 tax return. I have attached copies of my <u>2016 W-2s*</u> and the <u>IRS Verification of Non-Filing Letter</u> for 2016 received from the IRS (www.irs.gov).	<input type="checkbox"/>	I was employed in 2016, but was not required to file a 2016 tax return. I have attached copies of my <u>2016 W-2s*</u> and the <u>IRS Verification of Non-Filing Letter</u> for 2016 received from the IRS (www.irs.gov).

*if 2016 W-2s are not available, please obtain and submit the 2016 Wage and Income Transcript.

D. Certification and Signature: By signing below, you certify that the information reported is complete and correct. The student must sign and date. The spouse’s signature is not required.

Student’s **Original Signature (Required)** _____ Date _____ Spouse’s **Original Signature (Optional)** _____ Date

WARNING: If you purposely give false or misleading information you may lose current & future financial aid, be fined, be sentenced to jail, or both. You should make a copy of this worksheet and all forms submitted for your records.