

2018–2019 VERIFICATION WORKSHEET - INDEPENDENT (V1)

Your Free Application for Federal Student Aid (FAFSA) was selected by the Department of Education for a review process called verification. During this review, New Mexico Highlands University will compare information submitted on your FAFSA to information on this worksheet and other required documentation. Federal regulations require that we complete verification before processing federal financial aid.

If there are differences between information on your FAFSA and this worksheet, we will make the necessary corrections. You will receive an acknowledgement reflecting these changes. If we do make corrections, please do not make any subsequent changes to your FAFSA data. Incomplete worksheets and documentation will cause delays in processing your financial aid. No determination of aid eligibility can be made until all documents are received and reviewed.

A. Student Information

_____ @ _____
 Student's Last Name First Name M.I. Student's Banner ID Number

_____ _____
 Student's Phone Number (include area code) Student's Email Address

B. Family Information

List the people in your household. Include:

- Yourself.
- Spouse if you are married.
- Your dependent children if you will provide more than half of their support from July 1, 2018 through June 30, 2019.
- Other people if they currently live with you and you provide more than one-half of their support and will continue to through June 30, 2019.
- Write the name of the college for anyone who will attend college at least half-time between July 1, 2018 and June 30, 2019, and who will be enrolled in a program leading to a degree, diploma or certificate.

Full Name	Age	Relationship	College/University	Enrollment Status Part-time/Full-time	
		<i>Self</i>	New Mexico Highlands University	Yes <input type="checkbox"/>	No <input type="checkbox"/>
				Yes <input type="checkbox"/>	No <input type="checkbox"/>
				Yes <input type="checkbox"/>	No <input type="checkbox"/>
				Yes <input type="checkbox"/>	No <input type="checkbox"/>
				Yes <input type="checkbox"/>	No <input type="checkbox"/>
				Yes <input type="checkbox"/>	No <input type="checkbox"/>
				Yes <input type="checkbox"/>	No <input type="checkbox"/>

Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.

Student's Name: _____ Banner I.D.@_____

STUDENT 2016 INCOME INFORMATION – Choose only one option

Instructions: Complete this section if the student filed or will file a 2016 IRS income tax return(s). *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at FAFSA.gov.* In most cases, no further documentation is needed to verify 2016 IRS income tax return information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed.

- The student (and spouse) filed a 2016 Federal Tax Return and have successfully transferred the IRS tax information directly from the IRS to the FAFSA using the IRS Data Retrieval Tool and made no changes to that information.
- The student (and spouse) filed a 2016 Federal Tax Return and will provide NMHU with a 2016 Federal Tax Return Transcript that can be obtained from www.irs.gov . ***** If student filed an amended return (1040X) or have an IRA or Pension rollover you must submit a Federal Tax Return Transcript.**
- The student (and spouse) have not and are not required to file a 2016 Federal Tax Return and had no earnings from work in 2016. Student (and spouse) will provide a Verification of Non-Filing letter(s) that can be obtained from www.irs.gov.
- The student (and spouse) have not and are not required to file a 2016 Federal Tax Return but had some earnings from work in 2016. Student (and spouse) will provide a Verification of Non-Filing letter(s) that can be obtained from www.irs.gov and copies of all 2016 W2's. Student (and spouse) will also complete the chart below listing all employers and earnings for 2016. Use a separate sheet if necessary.

Source of Income	W-2 Issued		2016 Income
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$

WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.

C. Certification and Signatures

Each person signing below certifies that all of the information reported is complete and correct. Original signatures are required.

Print Student's Name

Student's Banner ID Number

Student's Signature (Original Signature Required)

Date

Spouse's Signature (Optional)

Date