

2018–2019 VERIFICATION WORKSHEET - DEPENDENT (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

Last Name First Name M.I. Student's Banner (ID) Number

Student Cell Phone Number (with area code) Student's Email Address

B. Family Information

List the people in your parents' household. Include:

- The student.
- The parents (including stepparent)
- The parents' other children if the parents will provide more than half of the children's support from July 1, 2018, through June 30, 2019.
- Other people if they now live with the parents and the parents provide more than half of the other person's support, and will continue to provide more than half of that person's support through June 30, 2019.
- Include the name of the college for anyone (except a parent) 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	Enrolled 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"/>
				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: _____ NMHU I.D. # @ _____

PARENT(S) 2016 INCOME INFORMATION – Choose only one option

Instructions: Complete this section if the parent/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 parent(s) 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 parent(s) filed a 2016 Federal Tax Return and will provide us with a 2016 Federal Tax Return Transcript that can be obtained from www.irs.gov . ***** If parent(s) filed an amended return (1040X) or have an IRA or Pension rollover you must submit a Federal Tax Return Transcript.**
- The parent(s) **have not and are not required** to file a 2016 Federal Tax Return and had no earnings from work in 2016. **Parent(s) will provide a Verification of Non-filing letter(s) that can be obtained from www.irs.gov.**
- The parent(s) **have not and are not required** to file a 2016 Federal Tax Return but had some earnings from work in 2016. Parent(s) will provide a Verification of Non-filing letter that can be obtained from www.irs.gov and copies of all W2's. Parent(s) will also complete the chart below listing all employers and earnings for parent(s). Use a separate sheet if necessary.

Source of Income	W-2 Issued		2016 Income
	Yes	No	
	Yes	No	\$
	Yes	No	\$
	Yes	No	\$
	Yes	No	\$
	Yes	No	\$

STUDENT 2016 INCOME INFORMATION – Choose only one option

- The student 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 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 has not and is not required to file a 2016 Federal Tax Return and had no earnings from work in 2016.

The student has not and is not required to file a 2016 Federal Tax Return but had some earnings from work in 2016. Student will also complete the chart below listing all employers and earnings for student. Use a separate sheet if necessary.

Source of Income	W-2 Issued		2016 Income
	Yes	No	
	Yes	No	\$
	Yes	No	\$
	Yes	No	\$
	Yes	No	\$
	Yes	No	\$

Student's Name: _____ NMHU I.D. # @ _____

C. Certification and Signatures

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

By signing this worksheet, each of us certify 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

Parent's Signature (Original Signature Required)

Date