

2018-2019 INCOME VERIFICATION WORKSHEET

To consider this form completed, **all sections** of this form must be completed either electronically or with blue or black ink and it must be legible. Incomplete or illegible forms will not be processed.

Student's Name: _____ **Student ID:** _____

If you are a **Dependent** student, please consider the following when completing this verification worksheet:

- Yourself
- Your parent(s) (including step-parents or unmarried parents living together)
- Your parent(s) other dependent children if a) your parent(s) will provide more than half of their support from July 1, 2018 through June 30, 2019, or b) the children will be required to provide parental information when applying for Federal Student Aid
- Other people only if they now live in your parent(s) household and your parent(s) will provide more than half of their support from July 1, 2018 through June 30, 2019

If you are an **Independent** student, please consider the following when completing this verification worksheet: (You are only independent if you are married, have children that you support, or 24 years of age or older, or served on active military duty, or documented orphan/ward of the court.)

- Yourself
- Your spouse (if you are married)
- Your children if you will provide more than half of their support from July 1, 2018 through June 30, 2019
- Other people only if they live in your household and you provide more than half of their support and will continue to do so from July 1, 2018 through June 30, 2019

Section A: Family Information

In the table below, list all members of your household, beginning with yourself. Be sure to include your parent(s), step-parent, and/or anyone else who your parents will provide more than half of their support to from July 1, 2018 – June 30, 2019. If one or more of the dependents listed will be enrolled at a post-secondary institution between this time period (July 1, 2018 – June 30, 2019), list the institution's name and whether they are enrolled at least half-time.

Name	Age	Relation to Student	College Attending:	Enrolled Half-Time in college?	
		Self	Harris-Stowe State University	Y	N
				Y	N
				Y	N
				Y	N

If additional space is needed, please attach a separate page that includes the student's name and HSSU Student ID number.

Section B: Student's 2016 Income Information

Please mark only one of the following options:

- I filed taxes for 2016 and used the IRS Data Retrieval Tool on my 2018-2019 FAFSA.
- I filed taxes for 2016 but did not use the IRS Data Retrieval Tool on my 2018-2019 FAFSA so my 2016 Tax Return Transcript is attached to this form (**NOT the IRS Tax Account Transcript**).
- I did not file taxes for 2016 because I was not employed, had no income, and was not required to file. (*See back for additional non-filing information needed.*)
- I did not file taxes for 2016 because although I was employed, I earned under the amount required to file taxes. (*See back for addition non-filing information needed.*)

Employer	2016 Amount Earned
	\$
	\$

If additional space is needed, please attach a separate page that includes the student's name and HSSU Student ID number.

Section C: Parent's 2016 Income Information (to be completed by Parent)

Please mark only one of the following options:

- I filed taxes for 2016 and used the IRS Data Retrieval Tool on my 2018-2019 FAFSA.
- I filed taxes for 2016 but did not use the IRS Data Retrieval Tool on my 2018-2019 FAFSA so my 2016 Tax Return Transcript is attached to this form (***NOT the IRS Tax Account Transcript***).
- I did not file taxes for 2016 because I was not employed, had no income, and was not required to file. (*See below for additional non-filing information needed.*)
- I did not file taxes for 2016 because although I was employed, I earned under the amount required to file taxes. (*See below for additional non-filing information needed.*)

Employer	2016 Amount Earned
	\$
	\$

If additional space is needed, please attach a separate page that includes the student's name and HSSU Student ID number.

Important notice for independent students and parents of dependent students who indicated they did not file taxes for tax year 2016:

You must attach an IRS Wage and Income Statement AND an IRS Verification of Non-Filing Letter.

You can obtain necessary IRS items at www.irs.gov and clicking on *Get Your Tax Record*, or call 1-800-829-1040.

Section D: Certification and Signatures

By signing this form, you are certifying that all information reported is complete and accurate. You understand that failure to provide complete and accurate information can delay your financial aid, and that providing false or misleading information can lead to consequences including but not limited to fines and/or imprisonment.

Student Signature: _____ **Last 4 Digits of SSN:** _____ **Date:** _____

Parent/Spouse Signature: _____ **Last 4 Digits of SSN:** _____ **Date:** _____
(Required for Dependent Students/Optional for Independent Spouses)

Contact Number: _____ **Email Address:** _____