

2019-2020 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. **Priority Deadline: August 1, 2019 // Final Deadline: September 2, 2019**

Student's Name: _____ Last 4 Digits of SSN: _____ Student ID: _____

Parent's Name: _____ Last 4 Digits of SSN: _____

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, 2019 through June 30, 2020, 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, 2019 through June 30, 2020

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, 2019 through June 30, 2020
- 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, 2019 through June 30, 2020

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, 2019 – June 30, 2020.**

| Name | Age | Relation to Student | College Attending: | Enrolled Half-Time in college? | |
|------|-----|---------------------|-------------------------------|--------------------------------|---|
| | | Student | Harris-Stowe State University | Y | N |
| | | | | 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 2017 Income Information

Please **mark only one** of the following options:

I Filed Taxes:

- I filed taxes for 2017 and USED the **IRS Data Retrieval Tool** on my 2019-2020 FAFSA.
- I filed taxes for 2017 but did **NOT** use the IRS Data Retrieval Tool on my 2019-2020 FAFSA so my **2017 Tax Return Transcript or SIGNED 1040** is attached to this form (**NOT the IRS Tax Account Transcript**).

I did NOT File Taxes:

- I did not file taxes for 2017 because **I was not employed, had no income**, and was not required to file. (*No financial documents are needed from student*)
- I did not file taxes for 2017 because although I was employed, I earned under the amount required to file taxes. (*Please submit student 2017 W-2 or 2017 Wage and Income Statement from IRS.*)

| Employer | 2017 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 2017 Income Information (to be completed by Parent)

Please mark only one of the following options:

- I filed taxes for 2017 and used the **IRS Data Retrieval Tool** on my 2019-2020 FAFSA.
- I filed taxes for 2017 but did not use the IRS Data Retrieval Tool on my 2019-2020 FAFSA so my **2017 Tax Return Transcript or SIGNED 1040 Form** is attached to this form (*NOT the IRS Tax Account Transcript*).
- I did not file taxes for 2017 because I was not employed, had no income, and was not required to file. (*Please Submit IRS 2017 Non-Filers Form*)
- I did not file taxes for 2017 because although I was employed, I earned under the amount required to file taxes. (*Please submit IRS 2017 Non-Filers Form or 2017 Wage and Income Statement.*)

| Employer | 2017 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 2017:

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: _____

Date: _____

Parent/Spouse Signature: _____
(Required for Dependent Students/Optional for Independent Spouses)

Date: _____

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