

The following table contains additional information about specific verification contact codes. Please review the description of the applicable contact code carefully and click on the link in the last column if necessary. Please note that if the link directs you to a form/worksheet, it must be completed and returned to the Office of Financial Assistance as soon as possible. Feel free to follow up with a financial aid counselor if you have additional questions after reviewing each description.

Contact	Description	Link
Family Size Discrepancy (or) Family Size Assumed	The Department of Education has reported a discrepancy on your FAFSA linked to your family size. You are required to provide the Office of Financial Assistance with a statement confirming what you provided on the FAFSA.	Student Aid
Parent Filing status error (or) Error with Parents' income (or) Parent Information (or) Parent Tax Transcript (or) Parent W2 (or) Parent income tax error	<p>The Department of Education requires us to collect a copy of your parents' 2019 Federal Tax Return Transcript and Wage and Income Statements. Another option is for them to use the Data Retrieval Tool (DRT) within FAFSA to update the students' application. Otherwise, please contact the Internal Revenue Service (IRS) and request a Tax Return Transcript.</p> <p>**Currently, for the 2021-2022 year we can accept <u>SIGNED</u> copies of parents' form 1040 along with Schedules 1 and 3 if required to file.</p>	IRS
Income Verification Worksheet	You have been selected for verification by the Department of Education. You are required to provide us with additional information about your family to ensure that we have the correct information on your FAFSA. Please complete the verification worksheet and return it to the Office of Financial Assistance. You are not eligible to receive federal aid until the verification review has been completed.	Income Verification Worksheet
Parents SS Card (or) Review par(s) birthdate	Due to a discrepancy on your FAFSA, we are required to collect a copy of your parents' Social Security Card and/or birth certificate. They may also log into the FAFSA and update the required information on their own. Please contact the Office of Financial Assistance if this option is selected.	Student Aid

Proof of Non-Filing	You indicated on your FAFSA that you did not file income taxes. You will need to provide HSSU with proof of your non-filing status by contacting the Internal Revenue Service (IRS) and requesting a Verification of Non-Filer Letter and a Wage and Income Statement.	IRS
Selective Service Proof	The Department of Education requires all male students to register for Selective Service, also referred to as the draft, at age 18. If this is not completed you will not be eligible for federal student aid. Please provide proof that you have complete the Selected Service Process.	Selective Service
Spouse Tax Transcript (or) Spouse W2	The Department of Education requires us to collect a copy of your spouse’s 2019 Federal Tax Return Transcript and/or Federal Wage and Income Statement from the IRS to ensure that the income reported on the FAFAS is accurate. Please contact the Internal Revenue Service (IRS) and request a copy of the 2019 Federal Tax Return Transcript. **Currently, for the 2021-2022 year we can accept <i>SIGNED</i> copies of form 1040 along with Schedules 1 and 3 if required to file.	IRS
Statement of Ed Purpose	The Department of Education has indicated that you must provide a Statement of Educational Purpose. Please follow the link provided to get the document and send it to the Office of Financial Assistance along with the required supporting documentation.	Statement of Educational Purpose
Student Filing Status (or) Student Tax Transcript (or) Student W2 (or) Student income tax (or) Tax Status Assumed (or) Student income tax error	The Department of Education requires us to collect a copy of your 2019 Federal Tax Return Transcript and/or your 2019 Wage and Income statement from the IRS to ensure that the income reported on the FAFSA is accurate. If you filed taxes for 2019, you can use the Data Retrieval Tool (DRT) within FAFSA to update your application. Otherwise, please contact the Internal Revenue Service (IRS) and request the documents for 2019. **Currently, for the 2021-2022 year we can accept <i>SIGNED</i> copies of form 1040 along with Schedules 1 and 3 if required to file. We can also accept student’s copies of 2019 W2’s if a non-filer.	IRS
Verification Complete	The verification review of your 2021-2022 FAFSA is complete.	N/A