

## 2017-2018 Verification Worksheet – Independent V5

Your 2017–2018 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You (and your spouse, if you are married), must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

### Return this completed form to:

Office of Financial Aid & Scholarships  
 University of Minnesota Crookston  
 4 Hill Hall  
 2900 University Ave  
 Crookston MN 56716

Ph: 800-862-6466  
 Ph: 218-281-8550  
 Fax: 218-281-8579  
[umc-fa@umn.edu](mailto:umc-fa@umn.edu)

Student Information	
Name (last, first, middle initial)	Social Security Number
Current Mailing Address (street, apt or PO box number, city, state, zip code, country)	Student ID Number
Campus Email	Preferred Telephone Number

High School Completion Status
<p>Provide <u>one</u> of the following documents that indicates your high school completion status. If you are unable to obtain the documentation listed below please contact our office.</p> <ul style="list-style-type: none"> <li>▪ A copy of your high school diploma.</li> <li>▪ A copy of your final official high school transcript that shows the date when the diploma was awarded.</li> <li>▪ A copy of your General Educational Development (GED) certificate or GED transcript.</li> <li>▪ An academic transcript that indicates you successfully completed at least a two-year program that is acceptable for full credit toward a bachelor’s degree.</li> <li>▪ If state law requires a homeschooled student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.</li> <li>▪ If state law does not require a homeschooled student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by your parent or guardian, that lists the secondary school courses you completed and documents the successful completion of a secondary school education in a homeschool setting.</li> </ul>

**Identity and Statement of Educational Purpose – \*\* This section is to be completed at Crookston or with a notary public. \*\***

**If you are unable to appear in person at University of Minnesota Crookston to verify your identity, you must provide:**

- (a) A copy of the valid government-issued photo identification (ID), such as but not limited to a driver's license, other state-issued ID, or passport; and
- (b) The original notarized Statement of Educational Purpose provided below.

**Statement of Educational Purpose** - I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending University of Minnesota Crookston for 2017-2018.

Student Signature \_\_\_\_\_ Student ID Number \_\_\_\_\_ Date \_\_\_\_\_

**Notary's Certificate of Acknowledgement**

Notary Printed Name \_\_\_\_\_ Notary Signature \_\_\_\_\_ Date \_\_\_\_\_

Notary Stamp/Seal:

**Family Information**

List below the people in your household. Include:

- Yourself.
- Your spouse, if you are married
- Your children, if any, if you will provide more than half of their support from July 1, 2017, through June 30, 2018, or if the child would be required to provide your information if they were completing a FAFSA for 2017–2018. Include children who meet either of these standards even if they do not live with you.
- Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2018.

For any household member who will be enrolled at at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2017, and June 30, 2018, include the name of the college. If more space is needed, provide a separate page with the student's name and ID number at the top.

First and Last Name	Age	Relationship	College	Will be Enrolled at Least Half Time (Yes or No)
		<i>Self</i>		

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 Financial Information – Please check one box below.**

<input type="checkbox"/>	<p><b>Signed Tax Return</b> We are now able to accept a <u>signed</u> copy of your 2015 IRS Tax Return to verify income.</p>												
<input type="checkbox"/>	<p><b>Tax Return Transcript</b> <i>Once you receive the tax return transcript from the IRS you will need to send the entire transcript to our office. Please make sure to include your name and student ID on all documentation.</i></p> <p><input type="checkbox"/> <b>Get Transcript by MAIL:</b> go to <a href="http://www.irs.gov">www.irs.gov</a> and click "Get My Tax Record." Click "Get Transcript by MAIL." Make sure to request IRS Tax <u>Return</u> Transcript and <b>NOT</b> IRS Tax <u>Account</u> Transcript.</p> <p><input type="checkbox"/> <b>Get Transcript ONLINE:</b> go to <a href="http://www.irs.gov">www.irs.gov</a> and click "Get My Tax Record." Click "Get Transcript ONLINE." You will need to create an account by selecting "Create Account."</p> <p><input type="checkbox"/> <b>Automated Phone Request:</b> 1-800-908-9946</p> <p><input type="checkbox"/> <b>Paper Request Form:</b> IRS Form 4506-T</p>												
<input type="checkbox"/>	<p><b>IRS Data Retrieval Tool</b> Go to <a href="http://FAFSA.gov">FAFSA.gov</a>, log in to your account, click "Make FAFSA Corrections," and navigate to the Financial Information section of the form.</p>												
<input type="checkbox"/>	<p><b>Nontax Filers</b></p> <p><input type="checkbox"/> I did not work in 2015.</p> <p><input type="checkbox"/> I worked in 2015, but was not required to file an income tax return. I have enclosed copies of my W-2 forms and listed my employers and 2015 income on the table below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">Employer's Name</th> <th style="width: 20%;">2015 Amount Earned</th> <th style="width: 40%;">W-2 Attached</th> </tr> </thead> <tbody> <tr> <td> </td> <td style="text-align: center;">\$</td> <td> </td> </tr> <tr> <td> </td> <td style="text-align: center;">\$</td> <td> </td> </tr> <tr> <td> </td> <td style="text-align: center;">\$</td> <td> </td> </tr> </tbody> </table>	Employer's Name	2015 Amount Earned	W-2 Attached		\$			\$			\$	
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Unavailable as of  
March 3, 2017

**Spouse (if married) Financial Information – Please check one box below.**

<input type="checkbox"/>	<p><b>Signed Tax Return</b> We are now able to accept a <u>signed</u> copy of your 2015 IRS Tax Return to verify income.</p>												
<input type="checkbox"/>	<p><b>Tax Return Transcript</b> <i>Once you receive the tax return transcript from the IRS you will need to send the entire transcript to our office. Please make sure to include your name and student ID on all documentation.</i></p> <p><input type="checkbox"/> <b>Get Transcript by MAIL:</b> go to <a href="http://www.irs.gov">www.irs.gov</a> and click "Get My Tax Record." Click "Get Transcript by MAIL." Make sure to request IRS Tax <u>Return</u> Transcript and <b>NOT</b> IRS Tax <u>Account</u> Transcript.</p> <p><input type="checkbox"/> <b>Get Transcript ONLINE:</b> go to <a href="http://www.irs.gov">www.irs.gov</a> and click "Get My Tax Record." Click "Get Transcript ONLINE." You will need to create an account by selecting "Create Account."</p> <p><input type="checkbox"/> <b>Automated Phone Request:</b> 1-800-908-9946</p> <p><input type="checkbox"/> <b>Paper Request Form:</b> IRS Form 4506-T</p>												
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**Certifications and Signatures**

**You (and your parent) are required to sign and date this certification section.** Signatures must be hand-signed in blue or black ink. By signing this form, I/we certify that all the information I/we have reported on this form to qualify for federal student aid is complete and correct.

Student Signature (required)	Date
Spouse Signature (optional)	Date