



2023-2024 Dependent Student Verification Worksheet

Your 2023-2024 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 the financial aid administrator at your school will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected.

You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at the campus you attend. ETBU may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

A. Student's Information

 Student's Last Name Student's First Name Student's M.I.

 Student ID Number

 Street Address (include apt. no.)

 Date of Birth

 City State Zip Code

 Email Address

 Home Phone Number (include area code)

 Alternate or Cell Phone Number

B. Household Members & Number in College

Household Includes:

- Yourself.
- Your parents (including stepparent) even if you do not live with your parents.
- Your parent's other children who are under 24 years old, even if they do not live with the parents unless they are married.
- Other people if they now live with your parents and your parents provide more than half of their support and will continue to provide more than half of their support through June 30, 2024.

Number in College Includes:

The name of the college for any household member who will be enrolled at least half time, in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2023, and June 30, 2024. If more space is needed, attach a separate page with your name and Student ID# at the top.

| Full Name | Age | Relationship to Student | College Attending (if any) | Will be enrolled at least half time? (Yes or No) |
|-----------|-----|-------------------------|----------------------------|--|
| | | Self | East Texas Baptist | |
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C. Dependent Student's Income Information

I filed a 2021 Tax Return

Complete section below.

Check the box that applies:

- I have used the IRS DRT in *FAFSA on the Web* to transfer 2021 IRS income tax return information into my FAFSA.
- I have not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2021 IRS income tax return information into the student's FAFSA.
- I was unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a 2021 IRS Tax Return Transcript or signed copy of 2021 Tax Return.

How to Request a Tax Return Transcript and Proof of Nonfiling

- Get Transcript by Mail: Go to www.irs.gov/efile under the Tools heading, click "Get Transcript." Click "Get Transcript by MAIL." Make sure you request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Return Transcript."
- Automated Telephone Request: Call 1-800-829-1040.
- Paper Request Form: Use IRS Form 4506T-EZ or Form 4506-T. This form can be used to request a Tax Return Transcript or proof of Nonfiling.

I did not file a 2021 Tax Return.

Complete section below.

Check the box that applies:

- I was not employed and had no income earned from work in 2021.
- I was employed in 2021 and have completed the Table below.

Provide copies of all 2021 IRS W-2s. List every employer even if the employer did not issue an IRS W-2 form.

| Sources of 2021 Income | | |
|------------------------|----------------------|---------------------|
| <i>Employer's Name</i> | <i>Amount Earned</i> | <i>W-2 Provided</i> |
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D. Parent(s) Household Income Information

My parent(s) filed a 2021 Tax Return

My parent(s) did not file a 2021 Tax Return

Complete section below.

Check the box that applies:

- The parent has used the IRS DRT in *FAFSA on the Web* to transfer 2021 IRS income tax return information into the student's FAFSA.
- The parent has not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2021 IRS income tax return information into the student's FAFSA.
- The parent is unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a 2021 IRS Tax Return Transcript or signed copy of their 2021 Tax Return.
- The parent and spouse filed separate 2021 Tax Returns. They will submit both 2021 Tax Transcripts or signed copies of both our 2021 Tax Returns.

How to Request a Tax Transcript or Proof of Nonfiling

- Get Transcript by Mail: Go to www.irs.gov/irs/individuals/get Transcript by Mail. Under the Tools heading, click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Return Transcript with Attachments."
- Automated Transcript: Log in to www.irs.gov/irs/individuals/get Transcript by Mail and click "Get Transcript by MAIL."
- Paper Request: Download IRS Form 4506T-EZ or Form 4506-T. This form can be used to obtain a Tax Transcript or Proof of Nonfiling.

Complete section below.

You must provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2021 that indicates a 2021 IRS income tax return was not filed with the IRS or other relevant tax authority. See box to the left on How to Request a Tax Transcript or Proof of Nonfiling.

____ Check here if the IRS Proof of Nonfiling is attached.

____ Check here if IRS Proof of Nonfiling **CANNOT** be obtained. You must complete the Verification Statement on Nonfiling below and list sources of income. Attach a copy of Form 4506-T.

Verification of Nonfiling Statement 2021

I _____ certify that I was not required to file a 2021 Tax Return. I have attempted to obtain proof of my nonfiling status from the IRS, but was unable to obtain the required documentation.

Signature of Nonfiler

Relationship to Student

| Sources of 2021 Income | | |
|------------------------|----------------------|---------------------|
| <i>Income Source</i> | <i>Amount Earned</i> | <i>W-2 Provided</i> |
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Each person signing below certifies that all of the information reported is complete and correct.

Student Printed Name

Student ID#

Student Signature

Date

Parent Signature

Date

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