

2023 - 2024 INDEPENDENT Verification Worksheet (IDVW24)

INSTRUCTIONS:

Your FAFSA was selected by the U.S. Department of Education for a review process called "Verification." **Verification must be completed before your financial aid can be finalized and before any federal aid may be credited to your student account.** If there are differences between your FAFSA and the information included on this form and other documents, we will update your FAFSA, recalculate your aid eligibility, and make award offers/updates as appropriate. Please complete **ALL** sections of this worksheet, attach requested documentation, and sign and return to the Student Financial Aid Office. **Verification cannot be completed until all requested documents are received and reviewed.** More information on the verification process can be found [here](#).

A. STUDENT INFORMATION

Student Name: _____ U ID Number: _____
 SSN (last four): XXX-XX-_____ Date of Birth: _____
 Permanent Address: _____
 City/State/Zip: _____ Phone: _____

B. HOUSEHOLD INFORMATION

1. **SPOUSE/CHILDREN/OTHERS** - List the names, ages, relationship to the student, and the name of the college/university for **all persons in your household including:**
- **SPOUSE** – Your spouse, **if** married by the date you **first** submitted your [2023-2024 FAFSA](#).
 - **CHILDREN** – Include all dependent children, even if they are not living in the household **ONLY IF:**
 - You will provide more than half of their support from [July 1, 2023 through June 30, 2024](#), even if they do not live with you.
 - **OTHER MEMBERS** – Other people if they live with you **AND** you provide more than half of their support **AND** will continue to provide more than half of their support from [July 1, 2023 through June 30, 2024](#). **Additional documentation may be requested*

| Full Name | Age | Relationship to Student | College* |
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*Only list a college/university **IF** the person will be enrolled in a degree or certificate program in at least half-time status between July 1, 2023 through June 30, 2024.

C. STUDENT TAX/INCOME INFORMATION

1. DID YOU (THE STUDENT) FILE A FEDERAL INCOME TAX RETURN FOR 2021? YES NO

1A. IF YOU ANSWERED **YES**, YOU DID FILE, CHECK THE OPTION THAT APPLIES.

- OPTION 1** - I used the [IRS Data Retrieval Tool](#) to transfer my 2021 IRS income information into my FAFSA.
- OPTION 2** - I am attaching (or will submit) my **2021 IRS tax return transcript(s)**. You can obtain a free federal tax return transcript by going to www.irs.gov and clicking "Get Your Tax Record."

1B. IF YOU ANSWERED **NO**, YOU DID NOT FILE, CHECK THE OPTION THAT APPLIES.

- OPTION 1** - I did not work, did not earn income, and was not required to file federal taxes in 2021.
 - I am attaching a **required Verification of Non-Filing Letter** from the IRS. Instructions can be found [here](#).
- OPTION 2** - I worked/earned income in 2021 and have W-2s and/or unemployment documentation for all of it.
 - I am attaching (or will submit) a copy of **all** my **2021 W-2s** and/or **unemployment documents AND**
 - I am attaching a **required Verification of Non-Filing Letter** from the IRS. Instructions can be found [here](#).
- OPTION 3** - I worked/earned income in 2021, but do not have W-2s OR my W-2s combined with my unemployment documents do not reflect my full earnings for 2021.
 - I am listing all income sources and amounts for 2021 in the box below (**failure to do so will result in this form being considered incomplete and unacceptable**) **AND**
 - I am attaching a **required Verification of Non-Filing Letter** from the IRS. Instructions can be found [here](#).

This table is **REQUIRED** if you selected **Option 3**

| Income Source | 2021 Amount |
|-------------------------------|-------------------------|
| <i>Example 1: Mowed Lawns</i> | <i>Example 1: \$500</i> |
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D. SPOUSE TAX/INCOME INFORMATION

1. DID YOU (THE SPOUSE) FILE A FEDERAL INCOME TAX RETURN FOR 2021? YES NO

1A. IF YOU ANSWERED **YES**, YOU DID FILE, CHECK THE OPTION THAT APPLIES.

- OPTION 1** - I used the [IRS Data Retrieval Tool](#) to transfer my 2021 IRS income information into my FAFSA.
- OPTION 2** - I am attaching (or will submit) my **2021 IRS tax return transcript(s)**. You can obtain a free federal tax return transcript by going to www.irs.gov and clicking "Get Your Tax Record."

1B. IF YOU ANSWERS **NO**, YOU DID NOT FILE, CHECK THE OPTION THAT APPLIES.

- OPTION 1** - I did not work, did not earn income, and was not required to file federal taxes in 2021.
 - I am attaching a **required Verification of Non-Filing Letter** from the IRS. Instructions can be found [here](#).
- OPTION 2** - I worked/earned income in 2021 and have W-2s and/or unemployment documentation for all of it.
 - I am attaching (or will submit) a copy of **all** my **2021 W-2s** and/or **unemployment documents AND**
 - I am attaching a **required Verification of Non-Filing Letter** from the IRS. Instructions can be found [here](#).
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 - I am listing all income sources and amounts for 2021 in the box below (**failure to do so will result in this form being considered incomplete and unacceptable**) **AND**
 - I am attaching a **required Verification of Non-Filing Letter** from the IRS. Instructions can be found [here](#).

This table is **REQUIRED** if you selected **Option 3**

| Income Source | 2021 Amount |
|-------------------------------|-------------------------|
| <i>Example 1: Mowed Lawns</i> | <i>Example 1: \$500</i> |
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E. CERTIFICATION AND SIGNATURE

By signing this form, I hereby certify that all statements and information provided on this form are true, complete, and correct to the best of my knowledge and will provide proof if requested. I authorize University of Memphis officials to verify any information on this form by contacting any person/organization. I understand it is a crime and a violation of the University of Memphis Student Code of Conduct to purposefully give false or misleading information on this form, which may be subject to a fine, imprisonment, and University of Memphis sanctions.

Student Signature: _____ Date: _____
 (TYPED SIGNATURES CANNOT BE ACCEPTED)