



Office of Student Financial Aid  
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 Web: www.memphis.edu/financialaid  
 Online: [Contact Us](#)

## 2024 - 2025 DEPENDENT Verification Worksheet (DPVW25)

### INSTRUCTIONS:

Your FAFSA was selected by the U.S. Department of Education for a review process called "Verification." **Verification must be completed before a financial aid offer can be made and before any federal aid can 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 Office of Student Financial Aid. **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. **PARENT(S)** – List the names, ages, and relationship to the student for **all persons in your parent’s household including:**
- If your parents are not married, or are not living together, list the parent who provides most of your care.
  - If your parents are divorced, list your primary parent.
  - If your primary parent is remarried, list your primary parent **AND** your stepparent.

Full Name	Age	Relationship to Student (circle one for each parent)
		Parent 1 (father, mother, stepparent)
		Parent 2 (father, mother, stepparent)

2. **SIBLING/OTHER(S)** – List the people your parent(s)/stepparent will support between **July 1, 2024 through June 30, 2025**. Also write in the name of the college/university for any siblings who will be enrolled in a degree or certificate program in at least half-time status between **July 1 2024 through June 30, 2025**. If you need more space, attach a separate page.
- **Sibling(s)** – Include all dependent children, even if they are not living in the household **ONLY IF:**
    - Your parent(s) provide more than half of their support; **OR**
    - The sibling(s) would be required to give parental information when applying for Federal student aid.
  - **Other member(s)** - Include other people as part of your family **ONLY IF:**
    - They lived with your parent(s); **AND**
    - Received more than half of their support from your parent(s) at the time you completed the FAFSA; **AND**
    - They will continue to get more than half of their support from your parent(s) between **July 1, 2024 through June 30, 2025**. *\*Additional documentation may be requested*

Full Name	Age	Relationship to Student	College

**C. STUDENT TAX/INCOME INFORMATION**

1. DID YOU (THE STUDENT) FILE A FEDERAL INCOME TAX RETURN FOR 2022? YES  NO

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

- OPTION 1** - I provided consent to use **IRS Direct Data Exchange** to access my 2022 IRS income information for my FAFSA and did not manually update the tax information on my FAFSA.
- OPTION 2** - I am attaching (or will submit) my **2022 IRS tax return transcript(s) along with my 2022 W-2s**. You can obtain a free federal tax return transcript by going to [www.irs.gov](http://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 taxes in 2022.
- OPTION 2** - I worked/earned income in 2022 and have W-2s and/or unemployment documentation for all of it.
  - I am attaching (or will submit) a copy of **all** my **2022 W-2s** and/or **unemployment documents**.
- OPTION 3** - I worked/earned income in 2022, but do not have W-2s OR my W-2s combined with my unemployment documents do not reflect my full earnings for 2022.
  - I am listing all income sources and amounts for 2022 in the box below. **Failure to do so will result in the form being considered incomplete and unacceptable.**
  - I am attaching (or will submit) a copy of **all** my **2022 W-2s** and/or **unemployment documents** that are available to me.

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

Income Source	2022 Amount
Example 1: Mowed Lawns	Example 1: \$500

**D. PARENT TAX/INCOME INFORMATION - TO BE COMPLETED BY THE PARENT(S) ONLY**

1. DID YOU (THE PARENT) FILE A FEDERAL INCOME TAX RETURN FOR 2022? YES  NO

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

- OPTION 1** - I provided consent to use the **IRS Direct Data Exchange** to access my 2022 IRS income information for the FAFSA and did not manually update the tax information on my FAFSA.
- OPTION 2** - I am attaching my **2022 IRS tax return transcript(s)**. You can obtain a free federal tax return transcript by going to [www.irs.gov](http://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 2022.
- OPTION 2** - I worked/earned income in 2022 and have W-2s and/or unemployment documentation for all of it.
  - I am attaching (or will submit) a copy of **all** my **2022 W-2s** and/or **unemployment documents AND**
- OPTION 3** - I worked/earned income in 2022, but do not have W-2s OR my W-2s combined with my unemployment documents do not reflect my full earnings for 2022.
  - I am listing all income sources and amounts for 2022 in the box below (**failure to do so will result in this form being considered incomplete and unacceptable**).

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

Income Source	2022 Amount
Example 1: Mowed Lawns	Example 1: \$500

**E. CERTIFICATION AND SIGNATURES (Student AND parent signatures required for dependent students)**

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)

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(TYPED SIGNATURES CANNOT BE ACCEPTED)