

2020-2021

**Independent – Federal Verification Worksheet (v1)**

\_\_\_\_\_  
(Student ID (K or J#))

Your application was selected by the **U.S. Department of Education** for review in a process called *Verification*. In this process, we will be comparing information from your Free Application for Federal Student Aid (FAFSA) with copies of your and your parents'/stepparents' 2018 tax return transcripts and/or other financial documents. **The law states you must complete this process before federal financial aid may be paid.** If discrepancies are found in the review, our office will send electronic corrections to the FAFSA processor on your behalf.

It is recommended that applicants complete and submit this application and all required documents prior to the state priority deadline date of **March 2, 2020**.

**Step 1 – Student's Information**

\_\_\_\_\_  
Last Name First Name M.I.

**Step 2 – Student's Family Information**

**Number in Household Members:** List the people who will be supported by you (and your spouse, if married) and will receive **more than half of their support** between July 1, 2020 and June 30, 2021.

- **Yourself**
- **Your spouse, if married**
- Your (or your spouse's) children who you (and your spouse) will provide **more than half of their support** from July 1, 2020 through June 30, 2021, even if they do not live with you (and your spouse). **Do not include foster children as household members.**
- Other persons who live with you (and your spouse) and for whom you (and your spouse) will provide **more than half of their support** from July 1, 2020 through June 30, 2021.

*(If more space is needed, provide a separate page that includes the student's name and ID number at the top).*

Full Name	Age	Relationship	Will be enrolled in at least halftime (yes or no)	Name of college
		Self		Texas A&M-San Antonio

**Step 3 - Student's Tax & Income Information**

- You have used the IRS DRT in *FAFSA on the Web* to transfer 2018 IRS income tax return information into the student's FAFSA. **Note: if you put a check mark here, just sign, date, and return to the school.**
- You have not used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2018 IRS income tax return information into the student's FAFSA once the IRS income tax return has been filed.
- You are not required to file a federal income tax return, unable to use the IRS DRT, or choose not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a 2018 IRS Tax Return Transcript(s). (Signature not required)

To obtain a 2018 IRS Tax Return Transcript, go to [www.irs.gov/Individuals/GetTranscript](http://www.irs.gov/Individuals/GetTranscript) and click on the "Get Transcript Online or Get Transcript by Mail" or call 1-800-908-9946. Make sure to request the "IRS Tax Return Transcript" and not the "IRS Tax Account Transcript." Use the Social Security Number and date of birth of the first person listed on the 2018 IRS income tax return, and the address on file with the IRS.

If you are not required to file taxes, please provide a non-filing tax letter and/or source of income for the 2018 calendar year.

Employer or Source of Income	Amount Received in 2018
_____	\$ _____
_____	\$ _____

If your spouse filed a separate return, you must also submit a copy of your spouse's tax return transcript. If your spouse was not required to file, please submit a signed statement from your spouse indicating he or she was not required to file and will not file a 2018 Federal income tax return.

Note: Additional documentation may be requested if the information provided on this Verification Worksheet is incomplete or inconsistent with other financial aid forms.

**Step 4 – Certification and Signatures**

I certify that the information provided herein is true and correct to the best of my knowledge.

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

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

**Please return this form to:**

Texas A&M University-San Antonio  
Office of Student Financial Aid & Scholarship  
One University Way  
San Antonio, TX 78224

**Date Received**