

2020-21 VERIFICATION WORKSHEET

Independent

STEP 1: STUDENT INFORMATION

Print Student's Name: _____

Student ID: _____

STEP 2: FAMILY SIZE & # IN COLLEGE:

In the chart below, write in the name, age, and relationship of all the people in the household, be sure to include:

- **Yourself**
- **Your spouse**, if you are married;
- **You or your spouse's children**, if you or your spouse will provide more than half of the children's support from July 1, 2020, through June 30, 2021, even if a child does not live with you.
- **Other people if they now live with you**, and you or your spouse provide more than half of the other person's support, and will continue to provide more than half of that person's support through June 30, 2021.

Be sure to indicate if each household member listed below will be attending a college at least half time between July 1, 2020 and June 30, 2021 enrolled in a degree, diploma, or certificate program.

Full Name	Age	Relationship	Name of College OR Check NONE
<i>Example: Steve Sage</i>	18	<i>self</i>	<input type="checkbox"/> None <input checked="" type="checkbox"/> College Name: <i>Russell Sage College</i>
			<input type="checkbox"/> None <input type="checkbox"/> College Name:
			<input type="checkbox"/> None <input type="checkbox"/> College Name:
			<input type="checkbox"/> None <input type="checkbox"/> College Name:
			<input type="checkbox"/> None <input type="checkbox"/> College Name:
			<input type="checkbox"/> None <input type="checkbox"/> College Name:
			<input type="checkbox"/> None <input type="checkbox"/> College Name:
			<input type="checkbox"/> None <input type="checkbox"/> College Name:
			<input type="checkbox"/> None <input type="checkbox"/> College Name:

STEP 3: STUDENT INCOME INFORMATION

Please check the box that applies to you (the student) and your spouse (if married). Provide all applicable documentation as noted in *italics*. **CHECK ONLY ONE BOX.**

I, the student, and my spouse, (if married), did not earn any wages in 2018 and I/we did not file 2018 Tax Return. **STOP. Proceed to Step 4. ** You (& your spouse) must submit a 2018 IRS Verification of Non-filing letter****

-OR-

I, the student, and my spouse (if married), **did not file and was not required to file** a 2018 IRS Tax Return. Complete the list below for each employer for you and your spouse (if married) during 2018, along with any other sources of income. ***You are required to provide copies of IRS W-2 forms for each employer listed, along with a 2018 IRS Verification of Non-filing letter.***

2018 Income Information: January 1, 2018 – December 31, 2018		
Source of Employment Income	Check if you received a W-2	Wages
	<input type="checkbox"/>	\$
	<input type="checkbox"/>	\$
	<input type="checkbox"/>	\$
TOTAL		\$

Proceed to Step 4.

-OR-

I, the student, and my spouse (if married), filed 2018 taxes, and have **used the *IRS Data Retrieval Tool in FAFSA*** on the Web to transfer 2018 IRS income tax return information into the FAFSA. **STOP. No further information is needed on this form. Proceed to Step 4.**

-OR-

I, the student, and my spouse (if married), are **unable or choose not to use the *IRS Data Retrieval Tool*** in FAFSA on the Web, and instead will provide the school a ***SIGNED 2018 IRS Tax Return 1040 and all applicable schedules or a 2018 IRS Tax Transcript.*** **STOP. No further information is needed on this form. Proceed to Step 4.**

STEP 4: STUDENT CERTIFICATION

I certify that the information provided on this form is true and correct to the best of my/our knowledge. I understand that if information differs from the FAFSA, it may result in a change in eligibility for federal funds.

Student Signature: _____ Date: _____

**Return completed form to: Russell Sage College,
Attn: Financial Aid Office, 65 First Street, Troy, NY 12180**

Please note: This form must have a "wet" signature, we cannot accept electronic signatures. The safest method to submit the form is via mail or fax, as email may not be secure.