

# DEPENDENT STUDENT VERIFICATION



Academic Year 2016–2017

## DIRECTIONS

**PLEASE read instructions carefully, complete both pages, and sign this form on page 2.** Your financial aid application was selected for review in a process called “verification.” We can resume processing your application when this form and all required documentation have been submitted. To be considered for financial aid the documentation must be submitted by your last date of eligible enrollment, or the date listed below that corresponds with your last term of enrollment, whichever is first:

- **Fall term 2016:** December 1, 2016
- **Spring term 2017:** April 28, 2017
- **May/summer 2017:** July 13, 2017

In the verification process we compare the information you provide on this form and your 2015 tax returns to the information provided on your Free Application for Federal Student Aid (FAFSA). If the information on your FAFSA differs from the information on your financial documents, your application data will be corrected. Your financial aid award amounts will reflect those changes. **Please be sure to write your (the student’s) name and either University ID number or SSN on all tax documents submitted.**

To ensure privacy online, open in Adobe Reader (free at Adobe.com). Please add the required signature(s) in blue or black ink.

### RETURN FORM:

**BY MAIL TO:**  
Office of Student Finance  
20 Fraser Hall  
106 Pleasant St. SE  
Minneapolis, MN 55455-0422

### IN-PERSON ON CAMPUS TO:

**One Stop Student Services**  
333 Robert H. Bruininks Hall  
130 West Bank Skyway  
130 Coffey Hall

### Questions?

Phone: 612-624-1111  
TTY (hearing impaired): 612-626-0701  
Email: onestop@umn.edu

## STEP 1. Student information

Name (last, first, middle initial)	Birthdate (mm/dd/yyyy)	Last 4 digits of Social Security number	University student ID
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## STEP 2. Parental household information

A. List members in your parents’ household. If your biological parents are divorced, report information for the parent with whom you live. If your custodial parent has remarried, include your stepparent. Even if you do not live with your parents or parent, you must report parent household information. List only those family members who live in the same household with you and your parents. Eligible household members include the following:

- yourself and your parent(s) (including a stepparent if your biological parents are divorced and your custodial parent has remarried), your parents’ other children if (a) your parents provide **more than half their financial support** from July 1, 2016 through June 30, 2017, or (b) the children would be required to provide parental information when applying for federal financial aid.
- other people if they now live with your parents, receive **more than half their financial support** and will continue to receive more than half their support from your parents from July 1, 2016 through June 30, 2017.

B. If any member of your parents’ household—other than a parent or stepparent—is or will be enrolled in a degree or certificate program at least **half time** between July 1, 2016 and June 30, 2017, list the postsecondary institution s/he will attend. You may be required at a later date to provide confirmation of enrollment for all household members attending college at least half time.

C. For family members enrolled at least half time in a postsecondary institution, report the program level in which they are enrolled—**PSEOP** (Post-secondary Enrollment Options Program, i.e. college attendance prior to high school graduation), **undergraduate**, or **graduate**.

Name	Birthdate (mm/dd/yyyy)	Relationship to student	Post-secondary institution s/he will attend at least half time from July 1, 2016 to June 30, 2017	Program level (PSEOP, undergraduate, or graduate)
1.		self	University of Minnesota, Twin Cities	undergraduate
2.		Parent 1	not applicable	not applicable
3.		Parent 2	not applicable	not applicable
4.				
5.				

**More than five household members? YOU ARE REQUIRED TO ATTACH A LIST of the additional household members. Your list must provide all of the information requested above for each additional person listed. Your aid may increase with this information.**



To request copies of this form in an alternative format, please call the Disability Resource Center liaison at 612-625-9578. The University of Minnesota is an equal opportunity employer and educator. This form is printed on paper made from no less than 20 percent post-consumer waste.



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### STEP 3. U.S. or foreign income

#### STUDENT SECTION

As a student, please indicate by checking the appropriate box whether you filed a 2015 income tax return. Follow the instructions and submit the required documentation for the statement you selected. Please read all statements before selecting an option.

- Check here if you have an extension from the IRS for filing your 2015 tax return

**If you filed a 2015 income tax return:**

- Yes, I filed a 2015 income tax return and will submit a hand-signed copy of my 2015 income tax return with this form, OR  
 Yes, I filed a 2015 U.S. federal income tax return and have transferred my tax data using the FAFSA IRS Data Retrieval tool.

You may transfer your tax data from the IRS to your FAFSA using the Department of Education's IRS Data Retrieval tool. The tool is available at **FAFSA.gov**. Most filers will be eligible to use the retrieval tool; however, if you meet one of the restrictions the tool will let you know. We will receive your data within a few days of the successful transfer and will accept this confirmation in place of copies of tax returns. You must sign the FAFSA with your FSA ID and click "Submit" to successfully transfer your tax data to the FAFSA.

**If you did not file a 2015 income tax return:**

- I did not work in 2015.  
 I worked in 2015, but was not required to file an income tax return. I have enclosed copies of my W-2 forms and listed my employers and 2015 income on the table below:

Name of employer or source of income	2015 student income amount
	\$
	\$
	\$

Continue with the parent section below.

#### PARENT SECTION

As a parent, please indicate by checking the appropriate box whether you filed a 2015 income tax return. Follow the instructions and submit the required documentation for the statement you selected. Please read all statements before selecting an option.

- Check here if you have an extension from the IRS for filing your 2015 tax return.

**If you filed a 2015 income tax return:**

- Yes, I/we filed a 2015 income tax return and will submit a signed copy of my/our 2015 income tax return with this form, OR  
 Yes, I/ we filed a 2015 U.S. federal income tax return, and have transferred my/our tax data using the FAFSA IRS Data Retrieval tool.

You may transfer your tax data from the IRS to your FAFSA using the Department of Education's IRS Data Retrieval tool. The tool is available at **FAFSA.gov**. Most filers will be eligible to use the retrieval tool; however, if you meet one of the restrictions the tool will let you know. We will receive your data within a few days of the successful transfer and will accept this confirmation in place of copies of tax returns. You must sign the FAFSA with your FSA ID and click "Submit" to successfully transfer your tax data to the FAFSA.

**If you did not file a 2015 income tax return:**

- I/we did not work in 2015.  
 I/we worked in 2015, but was not/were not required to file an income tax return. I/we have enclosed copies of my/our W-2 forms and listed my/our employers and 2015 income on the table below:

Name of employer or source of income	2015 parent income amount
	\$
	\$
	\$

#### STEP 4. Certification

**You (and your parent) are required to sign and date this certification section.** Signatures must be hand-signed in blue or black ink. By signing this form, I/we certify that all the information I/we have reported on this form to qualify for federal student aid is complete and correct.

Student signature (required)	Phone number	Date signed
Parent signature (required)	Phone number	Date signed