

Academic year 2017-2018
DIRECTIONS

D VERIFICATION
DEPENDENT STUDENT

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 2017:** December 1, 2017
- **Spring term 2018:** April 28, 2018
- **May/summer 2018:** July 14, 2018

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
200 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)	Birth date (mm/dd/yyyy)	Last 4 digits of Social Security number	University student ID	
STEP 2. Parental household information				
PLEASE READ AND COMPLETE THIS SECTION CAREFULLY				
<p>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:</p> <ul style="list-style-type: none"> • Yourself • Your parent(s) (including a step-parent 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, 2017 through June 30, 2018, 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, 2017 through June 30, 2018. <p>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, 2017 and June 30, 2018, 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.</p> <p>C. For family members enrolled at least half time in a postsecondary institution, report the program level in which they are enrolled—PSEOP (Postsecondary Enrollment Options Program, i.e. college attendance prior to high school graduation), undergraduate, or graduate.</p>				
Name	Birthdate (mm/dd/yyyy)	Relationship to student	Postsecondary institution s/he will attend at least half time from July 1, 2017 to June 30, 2018	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.				
<input type="checkbox"/> 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.



STEP 3. U.S. or foreign income

Please indicate by checking the appropriate box whether you filed a 2015 federal income tax return. Follow the instructions and submit the required documentation for the statement you selected. Please read all statements before selecting an option. Both student and parent must select the box that pertains to their incomes or tax filing statuses.

Filed a 2015 tax return		<p>You must submit a <u>signed</u> copy of your <u>2015</u> federal tax return.</p> <p>If you are unable to locate a copy of your 2015 federal tax return, you may request a tax return transcript from the IRS at: https://www.irs.gov/individuals/get-transcript.</p> <ul style="list-style-type: none"> ONLINE Option: Click "Get a transcript ONLINE. " Be sure to request the IRS Tax Return Transcript, NOT Tax Account Transcript. You must have a cell phone account in your name and a financial account such as a credit card, mortgage, etc. to complete this process. MAIL Option: Click "Get a tax transcript by MAIL." Data entered on this screen must be exactly the same as it appears on your federal tax return. Be sure to request the IRS Tax Return Transcript NOT IRS Tax Account Transcript. Phone Option: Call 1-800-908-9946. IRS Form 4506-T Option: Go to https://www.irs.gov/forms-pubs. Select and print the 4506-T form. Complete the form, selecting box 6a. This form must be signed by the tax filer. Mail the form to the IRS at the address provided. 														
Student	Parent															
<input type="checkbox"/>	<input type="checkbox"/>															
Worked, but not required to file a tax return		<p>You must submit a copy or copies of your <u>2015 W-2</u> forms with this form.</p> <p>List your employers and 2015 income on the table below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">Name of employer or source of income</th> <th style="width: 20%;">2015 student income amount</th> <th style="width: 20%;">2015 parent income amount</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>			Name of employer or source of income	2015 student income amount	2015 parent income amount									
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Student	Parent															
<input type="checkbox"/>	<input type="checkbox"/>															
Did not work																
Student	Parent															
<input type="checkbox"/>	<input type="checkbox"/>	I/we did not work in 2015.														

STEP 4. Certification

You are required to sign and date this certification section. Signatures must be hand-signed in blue or black ink. By signing this form, we certify that all the information 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