



# VERIFICATION FORM (INDEPENDENT STUDENTS) 2019-2020

## Student Information

LAST NAME	FIRST NAME	MI	SIS STUDENT ID	DATE OF BIRTH

### Instructions:

Your 2019-2020 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called Verification. Federal regulations require the Office of University Financial Aid to verify information you provided on your 2019-2020 FAFSA prior to awarding/dispersing financial aid. Based on the information you provide, your FAFSA may be corrected and any aid offered may be adjusted.

**FIRST-YEAR AND TRANSFER APPLICANTS:** Please return the completed form via email either to [financialaid@case.edu](mailto:financialaid@case.edu) or directly to the Financial Aid staff member who requested it.

**GRADUATE STUDENT APPLICANTS AND CURRENT CWRU STUDENTS:** Please upload the completed form and the supporting documentation online by logging into the My Financial Aid Portal, clicking on the menu in the upper left corner, clicking on the documents & messages option to locate the **Verification Form - Independent** upload.

If you have any questions, please feel free to contact us at [financialaid@case.edu](mailto:financialaid@case.edu) or call 216-368-4530 or 800-945-4530.

FOR OFFICE USE ONLY:

Aid Year: 2020

Document Name: FA Verification Form - Independent

VERIFICATION FORM 2019-2020

**Verify Family Information**

Please list all members of your household. This includes:

- yourself and your spouse, if married
- your dependent children
- other people only if they currently live in your household, receive one-half of their support from you, and will continue to live with and receive one-half of their support from you through June 30, 2020.

Name	Age	Relationship to Student	Name of College if attending in 19-20	Year in College in 19-20
YOU, the student		Self	CWRU	

**Tax Return Verification**

Please check the appropriate box for both the student and spouse column:

- | Student               | Spouse                |  |
|-----------------------|-----------------------|--|
| <input type="radio"/> | <input type="radio"/> | used or will use the IRS Data Retrieval Tool to transfer my/our 2017 IRS income tax return information into my FAFSA (preferable, no additional documents required)* |
| <input type="radio"/> | <input type="radio"/> | unable to or choose not to use the IRS Data Retrieval Tool and will submit the 2017 IRS Tax Return Transcript**  |
| <input type="radio"/> | <input type="radio"/> | did not and is/are not required to file a 2017 IRS income tax return (see next page)   |

\* Instructions to use the IRS Data Retrieval Tool

- Login at [www.fafsa.gov](http://www.fafsa.gov) and select "Make a Correction"
- Choose the Financial Information tab for parent or student financial information
- Change the tax filing status to "Already Completed"
- Review conditions and, if appropriate, select "None of the Above"
- You will be presented with the option to link to the IRS where you input your name and address before selecting "Transfer My Tax Information into the FAFSA"
- Click "Transfer Now"
- Once back in your FAFSA correction, click Save and then click Next. **SAVE AND SUBMIT YOUR FAFSA CORRECTION.**

\*\* Instructions To Obtain a 2017 IRS Tax Return Transcript

Go to [www.IRS.gov](http://www.IRS.gov), and click "Get Your Tax Record" and then "Get Transcript Online" and follow the prompts to verify your identity.

- Or call the IRS at 800-908-9946

## Verification of Non-Filer Status

Complete this section if the student or student's spouse will not file and are not required to file a 2017 income tax return with the IRS. Submit documentation from the IRS (or other tax authority) dated on or after October 1, 2018 that indicates a 2017 IRS income tax return was not filed with the IRS (or other tax authority).\*\*\*

- |         |        |   |
|---------|--------|---|
| Student | Spouse |   |
| ○       | ○      | not employed and had no income earned from work in 2017   |
| ○       | ○      | was employed in 2017 but not required to file a 2015 federal income tax return. List all employers and provide copies of all 2017 W-2 forms issued. |
| ○       | ○      | did not and is/are not required to file a 2017 IRS federal income tax return (see chart below)  |

Source of Income (wages, interest)	2017 Student Income			2017 Spouse Income		
	\$		W-2 provided?	\$		W-2 provided?
	\$		W-2 provided?	\$		W-2 provided?
	\$		W-2 provided?	\$		W-2 provided?

- |         |        |  |
|---------|--------|--|
| Student | Spouse | ***REQUIRED***   |
| ○       | ○      | Attached is documentation from the IRS (or other tax authority) dated on or after October 1, 2018 that indicates a 2017 IRS income tax return was not filed with the IRS (or other tax authority). |

\*\*\*Instructions to Obtain Documentation of Nonfiler Status from the IRS

- Go to [www.IRS.gov](http://www.IRS.gov), and click "Get Your Tax Record" and then "Get Transcript Online" and follow the prompts to verify your identity. If you are able to successfully register, you will receive a PDF page indicating that the IRS has no record of a tax return being filed for 2017. Attach a printout of the PDF you receive to this form.
- If you are unable to successfully register to "Get Transcript Online," you must request a Verification of Non-filing (VONF) letter using IRS Form 4506-T. A VONF letter is not available through the "Get Transcript by Mail" or phone request processes.

### Certification and Signatures

I certify that all of the information provided on this form and on the Free Application for Federal Student Aid (FAFSA) is true and complete to the best of my knowledge. I understand that if I purposefully give false or misleading information on this form, or on the FAFSA, I may be subject to a \$20,000 fine, a prison sentence, or both.

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Student's signature

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Date

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Spouse's signature

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Date