



2020-2021 Dependent Verification Worksheet

Federal Student Aid

Your Free Application for Federal Student Aid (FAFSA) is selected for a review process called “Verification.” This process is used to verify certain information on the FAFSA to ensure its accuracy. The federal government requires colleges and universities to verify or confirm the data reported on the FAFSA application before awarding Federal Student Aid. Documents requested will be compared with your application; any discrepancies found will be corrected and reported back to FAFSA.

What you should do: Do not leave any sections blank, any blank sections will be valued at zero.

1. Complete and sign the worksheet. Signature of parent used to complete FAFSA.
2. Collect you and your parents’ financial documents (2018 federal tax return transcripts).
3. Talk to your financial aid office if you have questions about completing this worksheet.
4. Upload completed worksheet along with tax return transcripts and any other documents through your CAC Student Portal.

A. Student Information

Last Name	First Name	M.I.	CAC ID #
Address (include apt. no.)			Date of Birth
City	State	Zip Code	Phone Number (include area code)

B. Family Information

Number of Household Members. List in the space below people in parents household. Include:

- The student
- The parent(s) (including a stepparent) **even if student doesn’t live with parents**
- The parent(s) other children if the parent(s) will provide more than half of children’s support from July 1, 2020 through June 30, 2021, **even if the child does not live with parents.**
- Other people if they now live with the parents and parents provide more than half of other person’s support and will continue to provide more than half of that person’s support through June 30, 2021.

Number in College:

Include in the space below information about any household member, **excluding parent(s)**, who is, or will be, enrolled in at least half time in a degree or certificate program at an eligible postsecondary educational institution any time between July 1, 2020 and June 30, 2021 and include the name of the college. Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.

Full name	Age	Relationship	College	Will be enrolled at least ½ time
		Self (student)	Central Arizona College	Yes or No

(If more space is needed, provide a separate page with student’s name and ID number at the top)

C. Student Tax and Income Information

1. If you did not use the IRS Data Retrieval Tool on your FAFSA application, you must request a copy of a **2018 IRS tax return transcript** from the Internal Revenue Service (IRS). Note: 1040 tax form will not be accepted in lieu of a tax return transcript.

Check all that apply:

- Attach a copy of your 2018 IRS tax return transcript including Schedule 1, 2 and 3, if completed.
- If you amended a federal tax return, attach a copy of your 2018 IRS tax return transcript and signed 1040X Form.
- Used FAFSA IRS Data Retrieval Tool to transfer 2018 IRS income tax return
- Zero income earned in 2018 and did not file a federal tax return.
- Earned income in 2018 and are not required to file a federal tax return attach a copy of all W-2 forms.

2. Students Other Income Exclusions from Tax Return

Sources:	2018 Amount	Sources:	2018 Amount
Taxable Earnings from Federal Work-study	\$	Taxable Combat Pay	\$
Student Grants & Scholarships reported to IRS	\$	Cooperative Education Program Earnings	\$

D. Parent Tax and Income Information

1. If parent did not use the IRS Data Retrieval Tool on the FAFSA application, a **2018 IRS tax return transcript** from the Internal Revenue Service (IRS) will be required. If parents did not file a federal tax return in 2018, then a copy of a **Verification of Non-Filing Letter** from the IRS will be required. Note: 1040 tax form will not be accepted in lieu of a tax return transcript.

Check all that apply:

- Attach a copy of parent (s) 2018 tax return transcript including Schedule 1, 2, and 3 if completed.
Based upon marital/tax filing status a separate tax return transcript may be required from each parent.
- If parent amended their 2018 federal tax return, attach a copy of IRS tax return transcript and a signed 1040X form.
- Parents have used IRS Data Retrieval Tool to transfer 2018 IRS income tax return into students FAFSA.
- Zero income earned in 2018; attach the Verification of Non-Filing Letter from IRS (form 4506-T).
- Income earned in 2018 and are not required to file a 2018 federal tax return, attach copy of all W-2 forms and a Verification of Non-Filing Letter from IRS (form 4506T).

2. Parents Other Income Exclusions from Tax Return

Sources:	2018 Amount	Sources:	2018 Amount
Taxable Earnings from Federal Work-study	\$	Taxable Combat Pay	\$
Student Grants & Scholarships reported to IRS	\$	Cooperative Education Program Earnings	\$

3. If parent reported zero income on FAFSA, please explain below how parent supported self, spouse, children and others in 2018? For example, housing (where you live), nutrition (food) and personal/ miscellaneous family financial resources.

E. Sign and Date

Each person signing this form certifies that all the information reported on this form is complete and accurate. The student and at least one parent must sign and date.

Student Date Parent Date

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.