



Office of Financial Aid & Scholarships  
 2601 Gentilly Blvd, Rosenwald Hall, Room 126  
 New Orleans, Louisiana 70122  
 (504) 816-4677 or FAX (504) 816-5456

## 2018-2019 FAFSA Verification Worksheet

Your Free Application for Federal Student Aid (FAFSA) was selected for review by the U.S. Department of Education in a process called "Verification". This means Dillard must compare the information from your FAFSA, your 2016 Federal tax transcript, this worksheet, and other financial documents. If there are differences between your FAFSA information and your financial documents, additional information may be requested and/or corrections will be processed. The law says that we have the right to ask you for this information and resolve any conflicts before awarding Federal financial aid (34 CFR, Part 668). You must provide Dillard University with all the requested applicable documents. Additional required "Documents/Forms" are located on our webpage – you can access Financial Aid's webpage from [www.dillard.edu](http://www.dillard.edu).

If you are required to submit tax data, please contact the IRS at 1-800-829-1040 or <http://www.irs.gov> to get a copy of your **2016 Federal Tax Return Transcript**.

**Your Federal financial aid awards will not be offered until the verification review is completed and validated.**

All information/documents/forms should be forwarded to Dillard University at the address or via fax number above. Please submit all required information as soon as possible. If more space is needed please include an additional sheet to indicate the required information – make sure to include the student's name and ID number on each additional sheet that is submitted.

Selected For	Verification Tracking Flag	Verification Tracking Group	Fill Out Section(s)
<input type="checkbox"/>	<b>V1</b>	<b>Standard Verification</b>	<b>A, C, D, E, F, G</b>
<input type="checkbox"/>	<b>V4*</b>	<b>Custom Verification</b>	<b>A, B, F, G</b>
<input type="checkbox"/>	<b>V5*</b>	<b>Aggregate Verification</b>	<b>A, B, C, D, E, F, G</b>

\*A "Statement of Educational Purpose" Form is also required for this Tracking Group. The form should be included with this Worksheet. If you do not have a copy please obtain the form from the Financial Aid webpage or contact your financial aid counselor.

### A. Student Information

Last Name	First Name	M.I.	Student ID
Address (include apt. no.)			Date of birth
City	State	ZIP code	Phone number (include area code)

### B. Student High School Information

Name of **HIGH SCHOOL** Graduated or GED \_\_\_\_\_ Submitted to Admissions  
 Yes  No

### C. Household Information

**DEPENDENT STUDENT** – List yourself and your parent(s) (including step-parent), even if you don't live with your parents. Include your parent's other children, even if they don't live with your parent(s), **if** (a) your parents will provide more than half their support from July 1, 2018 - June 30, 2019, or (b) the children would be required to provide parental information on their FAFSA.

**INDEPENDENT STUDENT** – List yourself, spouse (if married), and your children. List other people if they now live with you **and** you will provide more than half of their support from July 1, 2018 - June 30, 2019 (legal documentation of support will be required).

Full Name	Age	Relationship to Student	College Attending in 2018--2019
		<b>Self</b>	<b>Dillard University</b>

**D. Student/Spouse Tax Form and Income/Benefit Information**

- Check one:  I am required to file a 2016 U.S. Income Tax Return. Attach a copy of a Federal Tax Return Transcript from the IRS. We **cannot** accept copies of the Federal 1040 Tax Return to complete the verification process. Please submit ALL copies of your 2016 W-2 forms.
- I used the IRS Data Retrieval Tool to complete 2018-2019 FAFSA. Please submit all copies of your 2016 W-2 forms.
- I will not file and I am not required to file a 2016 U.S. Income Tax Return. Complete the table below; list all sources of income and/or financial support you received in 2015. **Attach all 2016 W-2s and Supplemental Resource Form. You must submit to Financial Aid a “Non-Tax Filers” form which is obtained directly from the IRS.**

*A 2016 IRS Tax Return Transcript may be obtained through:*

- Get Transcript by MAIL – Go to [www.irs.gov](http://www.irs.gov), under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."
- Get Transcript ONLINE – Go to [www.irs.gov](http://www.irs.gov), under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."
- Automated Telephone Request – 1-800-908-9946
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T or 2015 Federal Tax Return Transcript

Employer or Source of Financial Support	Total Earned/Received in 2016
	\$
	\$

**E. Parent Tax Form and Income Benefit/ Information (If student is Dependent)**

- Check one:  I am required to file a 2016 U.S. Income Tax Return. Attach a copy of a Federal Tax Return Transcript from IRS. We **cannot** accept copies of the Federal 1040 Tax Return to complete the verification process. Please submit ALL copies of your 2016 W-2 forms. **Please contact the IRS to obtain a copy of your Federal Tax Return Transcript: 1-800-829-1040 or [http://www.irs.gov/](http://www.irs.gov)** or a signed copy of the 2016 Tax Return.
- I used the IRS Data Retrieval Tool to complete 2018-2019 FAFSA. Please submit all copies of your 2016 W-2 forms.
- I will not file and I am not required to file a 2016 U.S. Income Tax Return. Complete the table below; list all sources of income and/or financial support your parent(s) received in 2016. **Attach all W-2s and Supplemental Resource Form. You must submit to Financial Aid a “Non-Tax Filers” form which is obtained directly from the IRS.**

Employer or Source of Financial Support	Total Earned/Received in 2016
	\$
	\$

**F. Additional Financial Information From 2015**

Calendar Year 2016 (January 1, 2016 – December 31, 2016)	Student & Spouse	Parent(s)
<b>Untaxed Income:</b> Please list any untaxed income received in year 2016. SOURCE:	\$	\$
Child support <b>RECEIVED:</b> Please report the yearly amount of child support received in year 2016.	\$	\$
Other: Please specify		
Other: Please specify		
Other: Please specify		

**G. Read Statement Carefully and Sign**

By signing this worksheet, I certify that all information reported is complete and correct. I understand that purposely providing false or misleading information on this worksheet may result in a fine, jail sentence, or both.

Student Signature

Date

Parent Signature (if dependent)

Date