



Park University  
2020-2021

Independent Student – V5 Standard Verification Work Sheet

Verification is the process by which certain required information on the FAFSA is reviewed for accuracy and completeness. The Financial Aid Office will notify you if any additional documentation is needed or any additional questions need to be answered. If there are differences between your application information and your financial documents, corrections may need to be made.

Please upload this completed form within your Financial Aid Student Portal at:

<https://finaid.park.edu/NetPartnerStudent>

Student's Last Name

First Name

Student ID #

**Incomplete forms will not be processed – if a section does not apply to you, enter “n/a” or “0”.**

**Section A. – Household Information**

**Independent Student**

1. List yourself and your spouse if you are legally married.
2. List your children, if you will provide more than half of their support from July 1, 2020 through June 30, 2021.
3. List other people now living in your household who you provide more than 50% of that person's support and you will continue to provide more than 50% of that person's support between July 1, 2020 and June 30, 2021. Do not include roommates.

**Write the names of all household members, including yourself, as defined above #1-3.** For any household member who will be attending college, enrolled in a degree, diploma, or certificate program for at least ½ time between July 1, 2020 and June 30, 2021, please include the name of the college. (If you need more space, attach a separate page.)

| Name(s) of all in household | Date of birth | Relationship to student | Name of College (if Attending) |
|-----------------------------|---------------|-------------------------|--------------------------------|
|                             |               | Self                    | Park University                |
|                             |               |                         |                                |
|                             |               |                         |                                |
|                             |               |                         |                                |
|                             |               |                         |                                |
|                             |               |                         |                                |
|                             |               |                         |                                |

**Section B. – Taxed Income****Tax Status and Requirements:** Student/Spouse - Check the statement that applies:

- ☐ The student and/or spouse used the IRS Data Retrieval Tool for FAFSA on the Web to transfer 2018 IRS income information onto the student's FAFSA.
- ☐ The student and/or spouse did not or could not use the IRS Data Retrieval Tool for FAFSA on the Web. **You must attach an official 2018 IRS Tax Return Transcript\* (not an account transcript) or signed copy of 2018 1040 federal tax return including any filed Schedules 1, 2, 3, and/or C.**
- ☐ The student and/or spouse worked but was **not required** to file a 2018 Federal Tax Return. Complete the section below and **attach copies of your and/or your spouse's 2018 W-2's. You must also attach an IRS Non-Filing Letter for the 2018 tax year.**

| Name | Employer Name | 2018 Amount Earned |
|------|---------------|--------------------|
|      |               | \$                 |
|      |               | \$                 |

- ☐ The student and/or spouse did **not** work in 2018 and is **not** required to file a tax return. **Attach a copy of the IRS Non-Filing Letter for the 2018 tax year and a statement explaining how you financially supported yourself in 2018.** (Note: You may be asked to provide supporting documentation.)

\*To obtain a 2018 IRS Tax Return Transcript, Wage/Income Transcript, or IRS Non-Filing Transcript you may:

- Go to [www.irs.gov](http://www.irs.gov); click on "get your tax record" and choose to download a copy or order a copy to be mailed to you (you will need personal information to create an account). Or, to request a paper form, complete and mail IRS Form 4506-T (generally mailed within 10 days).
- Call the IRS at 1-800-908-9946 (generally received in about 10 days)

**Section C. – This section intentionally left blank.****Section D. – Untaxed Income**

| <b>2018 UNTAXED INCOME - Report total year amounts for 2018</b>                                                                                                                       |    | <b>DO NOT LEAVE ANY FIELD BLANK</b> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|-------------------------------------|
| Be sure to complete ALL items in this section<br><u>If an item does not apply to you, you will enter \$0</u>                                                                          |    |                                     |
| <b>For Military Families on Active Duty in 2018:</b>                                                                                                                                  |    |                                     |
| 1. Enter BAS amount for 2018 (Do <b>not</b> include BAH)                                                                                                                              | \$ | / Year                              |
| 2. Attach most recent LES                                                                                                                                                             |    |                                     |
| <b>For Civilian Families (such as clergy or others)</b>                                                                                                                               |    |                                     |
| 1. List \$ amount of Housing/Food/Other Living Allowances paid in 2018 (include cash payments/cash value of benefits)                                                                 | \$ | / Year                              |
| <b>Payments to Tax-Deferred Pensions/Savings Plans</b> - Paid directly or withheld from earnings including amounts reported on 2018 W-2 in boxes 12a-12d (codes D, E, F, G, H, and S) |    |                                     |
|                                                                                                                                                                                       | \$ | / Year                              |
| <b>Veteran Non-Education Benefits</b> - such as Disability, Death Pension, DIC, and VA Educational Work-Study Allowances.                                                             |    |                                     |
|                                                                                                                                                                                       | \$ | / Year                              |
| 1. List the source of this Income _____                                                                                                                                               |    |                                     |
| <b>Other Untaxed Income/Benefits, Cash received, money paid on your behalf, not listed above.</b>                                                                                     |    |                                     |
| Includes worker's compensation, disability income, etc. <b>Do not</b> include Social Security Benefits                                                                                |    |                                     |
|                                                                                                                                                                                       | \$ | / Year                              |
| 1. List the source of this Income _____                                                                                                                                               |    |                                     |

**Section E. – High School Completion Status**

Provide one of the following documents that indicate your high school completion status:

- ☐ I have a High School Diploma –
- ☐ I am attaching a copy of my High School Diploma
  - ☐ I am attaching a copy of my High School transcript, which includes the date I completed High School.
- ☐ I have a GED
- ☐ I am attaching a copy of my GED Certificate
  - ☐ I am attaching a copy of my GED Transcript
- ☐ I was Home Schooled
- ☐ I am attaching a signed copy of my transcript or equivalent
- ☐ I have none of the above
- ☐ I am attaching an academic transcript that indicates that I successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.

**Section F. – Signatures****Required Signatures: Digital Signatures not accepted**

I certify that all information reported on this form is complete and correct. I understand that changes in the FAFSA information based on the documentation provided may result in a change in financial aid eligibility.

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Student (Wet Ink Signature - No digital signatures)

Date

Effective 9/23/2018, the IRS began masking certain personally identifiable information (PII) on the Tax Return Transcript and all other tax transcripts to help protect this information. To help our office identify tax transcripts that belong to family members other than the student (such as Spouse), please provide the name and last 4 digits of that family member's Social Security Number:

|              |                                          |
|--------------|------------------------------------------|
| Spouse Name: | Last 4 digits of Social Security Number: |
|              | XXX - XX - ____                          |

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

Please upload this completed form within your Financial Aid Student Portal at:

<https://finaid.park.edu/NetPartnerStudent>

Student Financial Aid Office, [finaid@park.edu](mailto:finaid@park.edu), 816-584-6290