

2022 – 2023 FAFSA Verification Worksheet

Independent Student

University of Science and Arts of Oklahoma
Financial Aid Office, Troutt Hall, Room 112
1727 W Alabama Ave, Chickasha, OK 73018

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This document may be uploaded at <https://myfinaid.usao.edu/NetPartnerstudent/Logon.aspx>.

Your FAFSA is selected for review in a process called verification. In this process, Science & Arts Financial Aid will verify that you either used the FAFSA's IRS Data Retrieval Tool (DRT), or compare information from your FAFSA with signed copies of your (and your spouse's, if you are married) 2020 Federal 1040 form(s) or 2020 IRS federal tax return transcript(s) or other financial documents, where applicable. The law requires that our office complete the verification process before issuing federal aid. If there are differences between your FAFSA information and your verification materials, Financial Aid may need to send corrections electronically to reprocess your FAFSA information.

To prevent delay of your federal aid, complete this verification form and any other requested forms as soon as possible. Use the IRS DRT available through the FAFSA. Submit all requested information to the Science & Arts Financial Aid Office; see the top of the page above for submission options. If you need assistance or have questions, please call, email, or stop by and we will be happy to assist you.

Student Information:

Last Name	First Name	M.I.	Student ID #
Address			Date of Birth
City	State	Zip Code	Phone Number

Family Information:

List the people in your household, include:

- Yourself, your spouse if you are married, and
- Your children, or spouse's children, if you (or your spouse) will provide more than half of their support between July 1, 2022 and June 30, 2023, even if they do not currently live with you; and
- Other people if they now live with you and you (or your spouse) provide more than half of their support and will continue to provide more than half of their support between July 1, 2022 and June 30, 2023. **Regarding foster children:** typically, foster children do not count in the household size, as foster care payments are not included in household income. However, children in "kinship foster care", for whom no benefits are provided, can count in the household size if they meet the support tests for other persons.

Following the above instructions, write the names of all household members below, listing yourself on the top line. You are also required to report their age and relationship to you. Include also the name of the college for members if they will be attending at least half time in a program that leads to a college degree or certificate at an eligible postsecondary educational institution any time between July 1, 2022 and June 30, 2023. Do not include U.S. military service academies or high school concurrent enrollment. Note: additional documentation may be required if there is reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate. Attach an additional sheet if necessary.

Full Name	Age	Relationship	College (if applicable)
		Self	USAO

***** **COMPLETE BOTH SIDES OF THIS WORKSHEET** *****

If you are unable to use the FAFSA's IRS DRT, you will need to request a "Tax Return Transcript" of your 2020 federal tax return from the IRS at [irs.gov](https://www.irs.gov) or 1-800-908-9946. A signed copy of your 2020 Federal 1040 and accompanying schedules is also acceptable. If you file an amended tax return, a signed copy of your 1040X is required in addition to your IRS Tax Return Transcript or 1040. If you and your spouse filed separately, both IRS transcripts or 1040 forms must be provided. If you or your spouse file a tax return from Puerto Rico or other U.S. Territory/Freely Associated State, a signed copy of that tax return is acceptable documentation.

Students and spouses who report that they are not and are not required to file a 2020 federal tax return will be required to obtain an IRS "Verification of Non-Filing" letter dated on or after October 1, 2021. A Verification of Non-Filing letter can be obtained by using IRS form 4506-T and checking box 7.

Student's Tax and Income Information:

Check one only:

_____ I have already filed, or will file, a 2020 IRS Federal 1040 tax return, a tax return from Puerto Rico or other U.S. territory or Freely Associated State, or a foreign income tax return. I also have already used the IRS DRT available through the FAFSA or am submitting an IRS Tax Return Transcript or signed 1040 to the Financial Aid Office; or will do so by _____ (date).

_____ I will not and I am not required to file a 2020 federal tax return and am providing a "Verification of Non-Filing" letter, or will do so by _____ (date). **List below the names of all employers and the amount earned from each employer in 2020. Copies of all W-2(s) are required.** Include amount paid in cash if earned through odd jobs or self-employment. Attach additional pages if necessary. **If you did not work in 2020, please enter a zero or not applicable.**

Student's Employers (non-tax filers only)	Amount received in 2020
	\$
	\$
	\$

Spouse's Tax and Income Information (skip this section if you are not married):

Check one only:

_____ My spouse and I filed, or will file, a joint 2020 Federal 1040 tax return, a joint tax return from Puerto Rico or other U.S. territory or Freely Associated State, or a joint foreign income tax return.

_____ My spouse has filed, or will file, a separate 2020 Federal 1040 tax return and will submit an IRS Tax Return Transcript or signed 1040 to the USAO Financial Aid Office by _____ (date).

_____ My spouse will not and is not required to file a 2020 federal tax return and is providing a "Verification of Non-Filing" letter, or will do so by _____ (date). **List below the names of all your spouse's employers and the amount earned from each employer in 2020. Copies of all W-2(s) are required.** Include amount paid in cash if earned through odd jobs or self-employment. Attach additional pages if necessary. **If your spouse did not work in 2020, please enter a zero or not applicable.**

Spouse's Employers (non-tax filers only)	Amount received in 2020
	\$
	\$
	\$

Signature:

By signing this worksheet, I certify that all the information reported on it is complete and correct. **WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, sent to prison, or both.**

Student _____

Date _____