



## 2020-2021 Verification Worksheet Federal Student Aid Programs

Your FAFSA application was selected for review by the U.S. Dept. of Education for a process called verification. In this process NSU must compare information from your FAFSA with the documentation supplied to our office. We must collect all information before you can be awarded any type of Title IV aid. **If there are differences between your FAFSA and the other documents you supply, additional information may be requested and corrections may need to be submitted.** Your financial aid will not be processed until this form has been completed, returned, and verified.

1. Complete all sections and sign the worksheet – you must sign the worksheet.
2. Submit **all** required documents to the Office of Financial Aid. Student may visit their MY NSU [my.nsula.edu](http://my.nsula.edu) to view all required documents. **All** required documents must be received on or prior to the last day of the semester by which you are attending.
3. If you, the student or spouse (if married) **did not** use the IRS Tax Retrieval process or you made changes after the IRS Retrieval, contact the IRS at [www.irs.gov](http://www.irs.gov) or call 1-800-908-9946 to obtain a 2018 tax transcript.
4. If you, the student or spouse (if married) did not file and/or is not required to file an IRS 1040, you must affirm that you are not required to file an IRS 1040 and include a copy of **all** 2018 W2 Forms from **all** employers, if applicable. In all cases you and/or spouse (if married) must provide verification of non-tax filing from the IRS or other relevant tax authority dated on or after October 1, 2019 that indicates that a 2018 IRS 1040 was not filed. The verification of non-filing can be requested by submitting a 4506-T Form (option 7) to the IRS. See [www.irs.gov](http://www.irs.gov) to obtain the 4506-T tax form.

### A. STUDENT INFORMATION (PLEASE PRINT OR TYPE)

Last Name	First Name	M.I.	Last <u>5</u> digits of SSN	NSU Student ID #
Address (include apt. #)		City	State	Zip Code
Date of Birth	E-mail Address	Phone Number (include area code)		

### B. FAMILY INFORMATION

List the people in your household. Include:

- ❖ Yourself and your spouse if you are married and not separated, and
- ❖ Your children if you will provide more than half of their support from July 1, 2020 - June 30, 2021 even if they don't live with you.
- ❖ Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support from July 1, 2020 - June 30, 2021.

**Write the names of ALL household members.** Also write in the name of the college for any family member who will be attending college at least half-time between July 1, 2020 - June 30, 2021, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

*Note: If NSU believes that the information regarding the household members and/or enrollment in a post-secondary educational institution to be inaccurate, we may require additional documentation.*

Full Name	Age	Relationship	College Attending in 2020-2021
		Self	Northwestern State University

### C. Student Tax Data - PLEASE CHECK ONE

- I used the IRS Data Retrieval process when I completed the FAFSA.
- I did not use the IRS Data Retrieval process when I completed the FAFSA and I have attached the 2018 IRS 1040 Tax Return Transcript.
- I attest that I have not filed an IRS 1040 for 2018 and I am not required to file an IRS 1040 for 2018. I have attached all of the W2 forms I received for 2018 and have attached the verification of non-tax filing stated from the IRS. **You must also complete Section E.**

### D. SPOUSE (If Married) - COMPLETE ONLY IF YOU DID NOT FILE AND/OR NOT REQUIRED TO FILE A 1040 TAX RETURN

- I attest that I have not filed an IRS 1040 for 2018 and I am not required to file an IRS 1040 for 2018. I have attached all of the W2 forms I received for 2018 and have attached the verification of non-tax filing stated from the IRS. **You must also complete Section E.**

**E. WAGE INFORMATION - PLEASE COMPLETE THIS SECTION ONLY IF YOU ARE NOT REQUIRED TO FILE A 2018 IRS 1040**

- \* If you and/or spouse worked in 2018 please list your wage information below. Provide all copies of 2018 W2 forms.
- \*Be sure to enter zeroes if no funds were received and/or indicate "did not work," in the appropriate blanks.
- \*If you or spouse (if married) did not work and/or was not required to file a 2018 IRS 1040, then a 2018 IRS verification of non-filing must be submitted.
- \*The verification of non-filing can be requested by submitting a 4506-T form (option 7) to the IRS. See [www.irs.gov](http://www.irs.gov)
- \*Failure to complete this section will delay the processing of your verification.

Employer's Name	Income Earned From Work for Student	Income Earned From Work for Spouse
Suzy's Auto Body Shop (example)	\$2000	

**F. CHILD SUPPORT PAID**

Did you or your spouse as listed in Section B. Pay child support during 2018?

NO  
 YES, please complete the information in the box provided below.

*Note: If NSU believes that the information regarding the Child Support Payment information is inaccurate, we may require additional documentation.*

Name of Person Who Paid Child Support	Name of Person to whom Child Support Was Paid	Name of Child for Whom Child Support Was Paid	Age of child	Annual amount of child support paid in 2018

**G. SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)**

Did you or any person in your household as listed in Section B of this worksheet receive Supplemental Nutrition Assistance Program benefits in 2017 or 2018?  No  Yes

*Note: If NSU believes that the information regarding the receipt of SNAP (Food Stamp) benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefits in 2017 or 2018.*

**H. CERTIFICATION AND SIGNATURE**

By signing below certifies that all of the information reported is complete and correct. The student whose information was reported on the FAFSA must sign and date. Warning: If you purposely give false or misleading information, you may be fined, be sentenced to jail, or both.

\_\_\_\_\_  
 Student's Signature

\_\_\_\_\_  
 Date

Return by fax, email or mail to:

Northwestern State University  
 Office of Student Financial Aid  
 212 Student Services Center  
 Natchitoches, La 71497  
 318-357-5961 - Phone 318-357-5488 - Fax  
[nsufinaid@nsula.edu](mailto:nsufinaid@nsula.edu)  
[www.nsula.edu/financialaid](http://www.nsula.edu/financialaid)