



2020-2021 Institutional Verification Worksheet Dependent Student

Your 2020-2021 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

A. Student's Information

Student's Last Name	First Name	M.I.	Student's Identification (ID) Number
Student's Email Address			

B. Number of Household Members and Number in College

For the parent(s) that you listed on your FAFSA, please list below the members included in this household. Include:

- The student
- The parents (including a stepparent) even if the student doesn't live with the parents.
- The parents' other children if the parents will provide more than half of the children's support from July 1, 2020, through June 30, 2021, or if the other children would be required to provide parental information if they were completing a FAFSA for 2020–2021. Include children who meet either of these standards, even if a child does not live with the parents.
- Other people if they now live with the parents and the parents provide more than half of the other person's support, and will continue to provide more than half of that person's support through June 30, 2021.

**Include information if any member is, or will be, enrolled at least half time in a degree, diploma, 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.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time (Yes or No)
		<i>Self</i>		

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.

Name: _____

Student I.D.: _____

C. Dependent Student’s Income Information to Be Verified

Student

The student has used the IRS DRT in *FAFSA on the Web* to transfer 2018 IRS income tax return information into the student’s FAFSA.

The student is unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a **2018 IRS Tax Return Transcript(s)**.

Parent

The Parent has used the IRS DRT in FAFSA on the Web to transfer 2018 IRS income tax return information into the student’s FAFSA.

The parent is unable or chooses not to use the IRS DRT in FAFSA on the Web, and instead will provide the school with a **2018 IRS Tax Return Transcript(s)**.

Fill out this section if the student did not file taxes for 2018.

Check the box that applies:

The student was not employed and had no income earned from work in 2018.

The student was employed in 2018 and have listed below the names of all employers, the amount earned from each employer in 2018, and whether an IRS W-2 form or an equivalent document is provided. [Provide copies of all 2018 IRS W-2 forms issued to the student and spouse by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

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

Employer’s Name	IRS W-2 or an Amount Equivalent Document Provided?	Annual Earned in 2018
<i>(Example) ABC’s Auto Body Shop</i>	<i>Yes</i>	<i>\$4,500.00</i>
Total Amount of Income Earned From Work		

Name: _____ Student I.D.: _____

Fill out this section if the parent did not file taxes for 2018.

Check the box that applies:

- Neither parent was employed, nor had income earned from work in 2018.
- One or both parents were employed in 2018 and have listed below the names of all employers, the amount earned from each employer in 2018, and whether an IRS W-2 form or an equivalent document is provided. [Provide copies of all 2018 IRS W-2 forms issued to the parents by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

Employer's Name	IRS W-2 or an Amount Equivalent Document Provided?	Annual Earned in 2018
<i>(Example) ABC's Auto Body Shop</i>	<i>Yes</i>	<i>\$4,500.00</i>
Total Amount of Income Earned From Work		

Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2019 that indicates a 2018 IRS income tax return was not filed with the IRS or other relevant tax authority.

- Check here if confirmation of nonfiling is provided.
- Check here if confirmation of nonfiling will be provided later.

D. Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent 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

Parent's Signature Date

Submit this worksheet to the Financial Aid Office at New Mexico Tech, 801 Leroy Place, Socorro, NM 87801.

Fax to (575) 835-6519. You should make a copy for your records.