



Financial Aid Office
 11901 Wornall Rd., Kansas City, MO 64145
 Phone: (816) 501-3600 Fax: (816) 501-2462
 Email: finaid@avila.edu
www.avila.edu/financialaid

V1

2018-2019 Dependent Verification Worksheet

Your FAFSA application was randomly selected by the Department of Education for additional review. Avila University will be comparing your FAFSA information with this verification document and any other required documents. If necessary, your FAFSA may be corrected to reflect the accurate information. Your financial aid application cannot be processed until all requested information is received.

Please be aware – the deadline for submitting all required verification documents is May 15th, 2018. Failure to complete the verification process by this date may result in the loss of financial aid eligibility.

1. Student Information

_____	_____	_____	_____
Student's Last Name	Student's First Name	M.I.	Student ID #
_____			_____
Student's Home or Cell Phone Number			Student's Email Address
_____			_____
Street Address (Permanent)			City, State, Zip Code

2. Household Information

Please list all people in your parent(s)' household. Include:

- Yourself and your parent(s) (including a stepparent), *even if you don't live with your parent(s).*
- Your parent(s)' other children, even if they do not live with your parent(s), if:
 - Your parent(s) will provide more than half of their support from **July 1, 2018, through June 30, 2019**, OR
 - They would be required to provide parental information if completing a FAFSA for 2018–2019.
- Other people who currently live with and receive more than half of their support from your parents and will continue to receive more than half of their support from them **through June 30, 2019**.

If you need additional space, please attach a piece of paper to this worksheet.

Full Name	Age	Relationship
1. <i>Student Name:</i>		<i>Self</i>
2.		
3.		
4.		
5.		
6.		
7.		

(Continued on back)

3. College Information

List yourself and any members of your household, **NOT** including your parents, who will be enrolled **at least half time** in a degree, diploma, or certificate program at a postsecondary educational institution **between July 1, 2018, and June 30, 2019.**

Full Name	Name of Institution Enrolled for 2018-2019	Enrolled at least half-time
1. <i>Student Name:</i>	<i>Avila University</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.		<input type="checkbox"/> Yes <input type="checkbox"/> No
3.		<input type="checkbox"/> Yes <input type="checkbox"/> No
4.		<input type="checkbox"/> Yes <input type="checkbox"/> No

4. Student Tax Information

Check the box that applies:

- I, the student, **have filed** a 2016 income tax return.
- If you have not yet used the **IRS Data Retrieval Tool** on the 2018-2019 FAFSA, please log in and do so. Instructions can be found on the Financial Aid page of Avila's website. If you are unable to use the Data Retrieval Tool, you can provide copies of your 2016 Tax Return Transcript, obtained at <https://www.irs.gov/individuals/get-transcript>.*
- I, the student, **was not employed** and had **no income earned** from work in 2016.
- I, the student, **have not filed** a 2016 income tax return, but was employed in 2016. I have completed the section below, and attached copies of all 2016 W-2 forms issued by employers equaling the amount provided below. *List every employer even if the employer did not issue a W-2.*

Employer's Name	2016 Amount Earned

5. Parent Tax Information (Please notify the Financial Aid Office immediately if you are married and filed separate income tax returns for 2016, had a change in marital status after December 31, 2016, or filed a tax extension for 2016.)

Check the box that applies:

- I, the parent, **have filed** a 2016 income tax return.
- If you have not yet used the **IRS Data Retrieval Tool** on the 2018-2019 FAFSA, please log in and do so. Instructions can be found on the Financial Aid page of Avila's website. If you are unable to use the Data Retrieval Tool, you can provide copies of your 2016 Tax Return Transcript, obtained at <https://www.irs.gov/individuals/get-transcript>.*
- I, the parent, **have not filed** a 2016 income tax return, and will provide a 2016 Verification of Nonfiling Letter from the IRS.
- You can request a Nonfiling Letter by filing **IRS Form 4506-T**. This form, with instructions, is available on the Financial Aid page of Avila's website. Please contact the Financial Aid Office for more information.*

6. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. The student and parent must sign this worksheet.

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

Student's Signature

Date

Parent's Signature

Date