

2021-2022 **Verification Worksheet INDEPENDENT Student** (V1/V5)

Please complete this verification only if you have been requested to do so by the DBU Office of Financial Aid. Complete and submit to our office as soon as possible so that your financial aid will not be delayed. Your financial aid cannot be posted until this form has been processed.

Your 2021-22 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called "Verification." In this process, the school will be comparing information from your application against data received from the Internal Revenue Service (IRS) based on your and your spouse's 2019 IRS Transcript, W-2 forms, or other financial documents. The law says we have the right to ask you for this information before awarding federal financial aid. If there are differences between your application information and your financial documents, the school may need to make corrections electronically to your FAFSA application.

What you should do:

- Access your FAFSA online and utilize the IRS Data Retrieval tab at the top of the page within the Financial Information section, then submit your corrected FAFSA to DBU. If you use the Data Retrieval tool, please disregard Step 2.
- Collect your and your spouse's financial documents (request an IRS Transcript from 800-908-9946 or online at https://www.irs.gov/individuals/get-transcript. Please provide copies of W-2 forms, 1099 forms, etc.
- 3. Complete and sign this worksheet.
- Submit the completed worksheet, 2019 IRS Transcripts, and any other documents to the DBU financial aid office.

Please follow directions carefully and call our office if you have questions about completing this worksheet.

A. Student Information (fill out completely)					
Last Name	First Name			Middle Initial	Student ID
Address	Ap	pt. #	Date of Birth		Alternative Phone Number
City	State	Zip	Phone Number		Email Address

B. Family Information

List below the people in YOUR household including:

- Yourself and your spouse, if you have one, and
- Your children, if you will provide more than half of their support from July 1, 2021 through June 30, 2022, even if they do not live with you, and;
- Other people, including parents, 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 through June 30, 2022.

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member, excluding your spouse. If you need more space, attach a separate page.

Full Name	Age	Relationship	College for 2021-2022*
Student's Name		Self	Dallas Baptist University
* Indicate others in college only if they will attend at least half time in 2020-2021 and in a program that leads to a college degree, diploma, or certificate.			

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C. NON-TAXFILER			
I (we) did not file and are not r	equired to file a 2019 for	ederal income tax return: 🚨 Studen	t 🛚 Spouse
		le a 2019 federal income tax return, list b (use the W-2 form or other earnings sta	
List below yours and your spous	e's employer(s) and am	ount of untaxed EARNINGS received in	n 2019.
*If you did not file and were no provide your 2019 W-2 form to	•	9 federal income tax return, but had W-2 Forms attached: ☐ Student ☐ S	<u> </u>
Student's Income Source(s)	2019 Amounts	Spouse's Income Source(s)	2019 Amounts
	\$		\$
	+		+

Student ID: _____

Student Name:

D. 2019 Additional Financial Information					
Student			Spouse		
	Child Support paid because of divorce or separation or as a result of a legal requirement. Do not include support for children in your (or your spouse's) household, as reported in question 93.				
	* Recipient Name				
	Payor NameChild Name				
\$*			\$*		
\$	Student Total	Spouse Total	\$		
I certify that all the information provided on this form is complete and accurate. I understand that if I purposely provide false or misleading information I may be fined, sent to prison, or both.					
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Student Signature	Date	Spouse Signature (Spouse must sign.)	Date		

Return this form with any attachments to:

Office of Financial Aid - Dallas Baptist University - 3000 Mountain Creek Pkwy - Dallas, TX 75211 Please scan, attach, and email to finaid@dbu.edu or fax (214)-333-5586.