

2020-21 AY **Dependent Verification Worksheet**  
**V1 – Standard Verification Group**

Your Free Application for Federal Student Aid (FAFSA) has been selected for review in a process called, "Verification." During this process, the information from your FAFSA will be compared with your Federal IRS tax information as well as other financial documents. If there are differences, your information will be corrected. You must complete and sign this worksheet, attach all of the required documents, and submit it to the Financial Aid Office at Eastern Oregon University.

**You must complete verification before you will be eligible for Federal Financial Aid.**

Instructions and F.A.Q. viewable at: [eou.edu/fao/verification](http://eou.edu/fao/verification)

**ATTACH ANY REQUIRED, SUPPORTING DOCUMENTS TO THIS FORM. Additional forms downloadable from [eou.edu/fao/fao-forms](http://eou.edu/fao/fao-forms).**

**SECTION A – Student Demographics**

Student First and Last Name: \_\_\_\_\_ EOU student ID: 910-\_\_\_\_\_

Phone Number: ( ) - \_\_\_\_\_ Date of Birth: \_\_\_\_\_ EOU E-mail: \_\_\_\_\_@eou.edu

**SECTION B – Number of Household Members and Number in College**

You are already considered to be one in the household and one in college:

Number in Household | College  
 1 | 1

List below the other people in the parents' household. Include:

1. Your parents (including a stepparent) even if you do not live with your parents;

First and Last Name	Age	Relationship
1		
2		

Who's My Parent? See: [b.link/whois](https://b.link/whois) or [studentaid.ed.gov/sa/resources/fafsa-parent-text](https://studentaid.ed.gov/sa/resources/fafsa-parent-text)



\_\_\_\_ | 0

2. Your parents' other children (even if they do not live with your parents) if:  
 a. Your parents will provide more than half of their support from July 1, 2020, through June 30, 2021, or  
 b. These children can answer "No" to every [Dependency Status question on the FAFSA](#); and

Qualifying Sibling's First and Last Name	Age	Relationship	Name of the college where sibling 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, if applicable.
1			
2			
3			
4			
5			
6			

If more space is needed, provide a separate page with the student's name and ID number at the top or add them to the table under number three.

3. Other people if:  
 a. They now live with your parents,  
 b. Your parents provide more than half of the other person's support, and  
 c. Your parents will continue to provide more than half of that person's support through June 30, 2021.

Qualifying Person's First and Last Name	Age	Relationship	Name of the college where other person 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, if applicable.
1			
2			
3			
4			

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

\_\_\_\_ | \_\_\_\_

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.

Note: Parents are **not** included in the number in college.

Institutional Use Only	Number in household:		Number in college:		notes ▼
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### SECTION C – Verification of 2018 Income Information for PARENTS

#### Important Notes:

IF your parents **amended** their 2018 U.S. Federal Income Tax Return, were **victims of IRS tax-related identity theft**, or have been granted a **filing extension** by the IRS and have not yet filed their 2018 tax return, **OR** if your parents filed a **non-IRS income tax return** (such as from a U.S. territory or commonwealth, or a foreign central government), please download the supplemental form – *Verification of 2018 Income Information for Individuals with Unusual Circumstances* – from [b.link/vuc21](https://b.link/vuc21), follow those instructions, **attach** it to this form, and then **skip** to [Section D](#) – *Verification of 2018 Income Information for the STUDENT*.

IF your parents did not and will not file any kind of tax return for 2018, please **download** the supplemental form – *Verification of 2018 Income Information for Parent Nontax Filers* – at [b.link/vpnf21](https://b.link/vpnf21), complete and **attach** it to this form, **then skip** to [Section D](#) – *Verification of 2018 Income Information for the STUDENT*.

### SUBSECTION C1 – Verification of 2018 Income Information for Parent Tax Filers

#### Important Note:

The instructions below apply to each parent included in the household. If your parents filed separate IRS income tax returns for 2018 or had a change in marital status after December 31, 2018, they will not be able to use the IRS Data Retrieval Tool (DRT), but will have to submit separate 2018 IRS Tax Return Transcripts.

#### Instructions:

Complete this section if your parents filed or will file a 2018 IRS income tax return(s). *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at FAFSA.gov.* In most cases, no further documentation is needed to verify 2018 income information that was transferred into the student's FAFSA using the IRS DRT, if that information was not subsequently changed.

#### Check the box that applies:

- The parents have used the IRS DRT in *FAFSA on the Web* to transfer 2018 IRS income tax return information into the student's FAFSA; **or**
- The parents have not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2018 IRS income tax return information into the student's FAFSA; **or**
- The parents are unable or choose 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) or a signed copy of the 2018 income tax return and applicable schedules.**

A **2018 IRS Tax Return Transcript** may be obtained through:

  - Get Transcript by MAIL - Go to [www.irs.gov](https://www.irs.gov) and click, "Get Your Tax Record." Click, "Get Transcript by MAIL." Make sure to request the "IRS Tax **Return** Transcript" and **NOT** the "IRS Tax **Account** Transcript."
  - Get Transcript ONLINE - Go to [www.irs.gov](https://www.irs.gov) and click, "Get Your Tax Record." Click, "Get Transcript ONLINE." Make sure to request the "IRS Tax **Return** Transcript" and **NOT** the "IRS Tax **Account** Transcript."
  - Automated Telephone Request - 1-800-908-9946
  - Paper Request Form - IRS Form [4506T-EZ](#) or IRS Form [4506-T](#) (download from [www.irs.gov](https://www.irs.gov))
- Check here if a **2018 IRS Tax Return Transcript(s)** or a signed copy of the 2018 income tax return and applicable schedules is provided.
- Check here if a **2018 IRS Tax Return Transcript(s)** or a signed copy of the 2018 income tax return and applicable schedules will be provided later.

When did you order the return transcript(s) from the IRS?

**END OF SUBSECTION C1 – CONTINUE WITH [SECTION D](#)** – *Verification of 2018 Income Information for the STUDENT*

### SECTION D – Verification of 2018 Income Information for the STUDENT

#### Important Notes:

IF you **amended** your 2018 U.S. Federal Income Tax Return, were a **victim of IRS tax-related identity theft**, or have been granted a **filing extension** by the IRS and have not yet filed your 2018 tax return, **OR** if you filed a **non-IRS income tax return** (such as from a U.S. territory or commonwealth, or a foreign central government), please download the supplemental form – *Verification of 2018*

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**Questions?** Call 541-962-3550.

Income Information for Individuals with Unusual Circumstances – from [b.link/vuc21](#), follow those instructions, **attach** it to this form, and then **skip** to [Section E](#) – Assets.

IF you did not and will not file any kind of tax return for 2018, please **skip to** and complete [Subsection D2](#) – Verification of 2018 Income Information for Student Nontax Filers.

**SUBSECTION D1 – Verification of 2018 Income Information for Student Tax Filers**

**Important Note:**

The instructions below apply to the student.

**Instructions:**

Complete this section if you filed or will file a 2018 IRS income tax return. *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at FAFSA.gov.* In most cases, no further documentation is needed to verify 2018 income information that was transferred into the student’s FAFSA using the IRS DRT, if that information was not subsequently changed.

**Check the box that applies:**

- I have used the IRS DRT in *FAFSA on the Web* to transfer 2018 IRS income tax return information into my FAFSA; **or**
- I have not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2018 IRS income tax return information into my FAFSA; **or**
- I am unable or choose 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) or a signed copy of the 2018 income tax return and applicable schedules.**  
A **2018 IRS Tax Return Transcript** may be obtained by following the same ➤ instructions provided in [Subsection C1](#).
- Check here if a **2018 IRS Tax Return Transcript(s)** or a signed copy of the 2018 income tax return and applicable schedules is provided.
- Check here if a **2018 IRS Tax Return Transcript(s)** or a signed copy of the 2018 income tax return and applicable schedules will be provided later.

When did you order the return transcript(s) from the IRS?

**END OF SUBSECTION D1 – SKIP TO [SECTION E](#)** – Assets

**SUBSECTION D2 – Verification of 2018 Income Information for Student Nontax Filers (i.e. you did not file a 2018 tax return)**

**Important Note:**

Residents of the Freely Associated States (Republic of the Marshall Islands, the Republic of Palau, the Federated States of Micronesia), and a U.S. territory or commonwealth or a foreign central government who are not required to file an income tax return under that taxing authority’s rules **must submit a copy of their Wage and Tax Statement** (or equivalent documentation) for each source of employment income received for 2018 **and a signed statement** identifying all of the individual’s income and taxes for 2018.

**Instructions:**

The instructions and certifications below apply to the student. Complete this section if the student will **not** file and is not required to file a 2018 income tax return with the IRS. [Do you need to file a tax return?](#) Go to [IRS.gov](#) if you have questions.

**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 **has listed below** the **names** of all employers, the **amount earned** from each employer in 2018, and whether a W-2 form is provided. [**Provide copies of all 2018 W-2 forms** issued to the student by his or her employers]. **List every** employer even if the employer did not issue a W-2 form.

Employer’s Name	Annual Amount Earned in 2018	Attach W-2(s) here.
<i>(Example) ABC’s Auto Body Shop</i>	<i>\$4,500.00</i>	
Total Amount of Income Earned from Work	\$	

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

**END OF SUBSECTION D2 – CONTINUE WITH [SECTION E](#)** – Assets.

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Questions? Call 541-962-3550.

## SECTION E – Assets

**Important Note:**

Asset information is based on the date your FAFSA was submitted. Please answer questions in this section with that in mind.

**Instructions:**

For the following three questions, **if the answer is zero, enter "0."** Report whole dollar amounts with no cents.

As of the date your FAFSA was submitted...	Your Parent(s)	You, the student
... what was the <b>balance</b> of <b>cash, savings, and checking</b> accounts for:	?	?
... what was the <b>net worth</b> of <b>investments</b> , including real estate (but not the home in which you live) for:	?	?
... what was the <b>net worth</b> of <b>current businesses</b> and/or <b>investment farms</b> (not including a family farm or family business with 100 or fewer full-time or equivalent employees) for:	?	?

**END OF SECTION E – CONTINUE WITH [SECTION F](#) – Certification and Signature.**

## SECTION F – Certification and Signature

**BY SIGNING BELOW, THE STUDENT CERTIFIES THE FOLLOWING TO BE TRUE:**

- i. I am not in default on a federal student loan or I have made satisfactory arrangements to repay it.
- ii. I will not receive a Federal Pell Grant from more than one school for the same period of time.
- iii. I understand that the U.S. Secretary of Education has the authority to verify information used to apply for federal student aid with the Internal Revenue Service and other federal agencies. Eastern Oregon University may request documentation to verify this information.
- iv. I understand, to remain eligible to receive financial aid, I must maintain satisfactory academic progress toward the completion of my academic program, the requirements for which are published at [eou.edu/fao/sappolicy](http://eou.edu/fao/sappolicy).
- v. I understand that withdrawing, dropping, or not attending my classes may lead to the reduction or cancellation of financial aid, and it is my responsibility to consult with the EOU Financial Aid Office prior to changing my course load.
- vi. I understand that Eastern Oregon University and the U.S. Department of Education will pursue collections efforts for cancelled or reduced aid that I received and to which I am not entitled.
- vii. I understand that purposely providing false or misleading information to obtain student financial aid is a federal offense punishable by fines, imprisonment, or both.

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

Additionally, if you indicated that you, the student, have not filed and are not required to file a 2018 income tax return in [Subsection D2](#) of this worksheet. You also certify that you have listed all sources of 2018 income earned from work, the amount(s) earned, and attached a W-2, or an equivalent document, for each source of income.

**ATTACH ANY REQUIRED, SUPPORTING DOCUMENTS TO THIS FORM.**

**DID YOU ANSWER EVERY APPLICABLE QUESTION AND ATTACH THE REQUIRED DOCUMENTS?**

If **YES**, check this box and sign below.

If **NO**, [review](#) this verification worksheet, complete it fully, attach the necessary documents and return to this question.

**WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both.**

**Under penalties of perjury, I declare that I have examined this worksheet and accompanying documents, and to the best of my knowledge and belief, they are true, correct, and complete.**

Student's Signature (Required)

Parent's Signature (Required)

Date

Please submit to: EOU FINANCIAL AID OFFICE, ONE UNIVERSITY BLVD, INLOW HALL # 104, LA GRANDE, OR 97850-2807

Fax: 541-962-3661; eFax: 541-962-3095; E-mail: [fao@eou.edu](mailto:fao@eou.edu).

More info at [eou.edu/fao](http://eou.edu/fao)

Secure Document Upload: <https://static.eou.edu/share-file/financial-aid.html>

**Questions?** Call 541-962-3550.