

2022 –202 3 Verification Worksheet

Your 2022–2023 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The last step in the process is verification. That means that before awarding Federal Student Aid, we may ask you to confirm the information you provided on your FAFSA, and if you are a dependent student, your parents if they are also dependent students, the information they provided on their FAFSA. To verify that you provided correct information, the financial aid administrator will compare your FAFSA information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and at least one parent if you are a dependent student, must complete and sign this worksheet, attach any required documents, and submit the form and required documents to Enrollment Services. We may ask for additional information if you have questions about verification, contact Enrollment Services as soon as possible so that your financial aid will not be delayed.

STUDENT INFORMATION

Student's Last Name	Student's First Name	Student's M.I.	Student's ID Number
Student's Street Address (include apt. no.)		Student's Date of Birth	
City	State	Zip Code	Student's Email Address

STUDENT'S 2020 INCOME INFORMATION

Important Note: The instructions below apply to the student and spouse if the student is married. Notify the financial aid office if the student or spouse filed separate IRS income tax returns for 2020 and a change in marital status after December 31, 2020.

1. Check only one box below.

- The student has used the IRS Data Retrieval Tool (DRT) in FAFSA on the Web to retrieve and transfer 2020 IRS income tax return information to the FAFSA.
- The student is unable or chooses not to use the IRS DRT and instead will provide a copy of the 2020 IRS Tax Return Transcript. A 2020 Tax Return Transcript can be obtained online at www.irs.gov/transcript or by calling 1-800-908-9946. Make sure to order the Tax Return Transcript and not the Tax Account Transcript.
- The student will not file and is not required to file a 2020 federal income tax return. (See number 2 below.)

2. If you did not file and are not required to file a 2020 federal income tax return, list below your employer(s) and any income received in 2020. Please submit copies of any W-2 forms or other earnings statements. NOTE: For Independent Students, p

INDIVIDUALS WHO FILED ~~2020~~ AMENDED IRS INCOME TAX RETURN

An individual who filed an amended IRS income tax return for tax year 2020 must provide:

- ^ A signed copy of the 2020 IRS Form 1040X, "Amended U.S. Individual Income Tax Return," that was filed with the IRS and
- ^ A 2020 IRS Tax Return Transcript (that will only include information from the original tax return and does not have to be signed)

OR

- ^ A 2020 Record of Account Transcript

INDIVIDUALS WHO WERE VICTIMS OF IRS ~~TAX~~ IDENTITY THEFT

An individual who was the victim of IRS tax-related identity theft must provide:

- ^ A 2020 Tax Return Database View (TRDBV) transcript obtained from the IRS by calling 1-800-908-4490, or any other IRS tax transcript(s) that includes all of the income and tax information required to be verified; and

- ^ A statement signed and dated by the tax filer indicating that he

IDENTITY & STATEMENT OF EDUCATIONAL PURPOSE (To be signed at the Institution)

1. The student must appear in person at Western New England University to verify his or her identity by presenting an unexpired valid government issued photo identification (ID), such as, but not limited to:

- x driver's license
- x other state issued ID
- x passport

2. In addition, the student must sign, in the presence of the institutional official the statement below.

The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

STATEMENT OF EDUCATIONAL PURPOSE

I certify that I _____ am the individual signing this Statement of Educational Purpose and that the Federal student financial assistance I may receive will only be used for educational purposes and pay the cost of attending Western New England University for 2022/2023

Print Student's Name

Student's Signature

Student's ID Number

Date

If the student is unable to appear in person at Western New England University to verify his or her identity, the student may have a notary outside of the university verify his or her identity. He/she must provide the forms of identification listed above in person to the notary and provide a copy of this identification to Western New England University along with the above signed and notarized Statement of Educational Purpose

NOTARY'S CERTIFICATE OF ACKNOWLEDGEMENT (To be signed in the Presence of a Notary)

State of _____ City/County of _____

On _____ before me, _____,
(Date) (Notary's name)

personally appeared _____, and provided to me
(Printed name of signer)

on basis of satisfactory evidence of identification _____
(Type of government issued photo ID provided)

to be the abovenamed person who signed the foregoing instrument.

WITNESS my hand and official seal _____
(seal) (Notary signature)

My commission expires on _____
(Date)

CERTIFICATION AND SIGNATURES

Each person signing this worksheet certifies that the information reported is complete and correct. If student is dependent, the parent whose information was reported on the FAFSA must sign and date.

Student's Signature

Date

Parent's Signature (required if student is dependent)

Date

Spouse's Signature (optional if student is independent)

Date

Return to: Western New England University
Enrollment Services, 1215 Wilbraham Road, Springfield MA 01119
Fax: 413