



2016-2017 VERIFICATION WORKSHEET *Dependent Students*

The University of Kansas
Financial Aid & Scholarships
www.affordability.ku.edu

KU Visitor Center
1502 Iowa St.,
Lawrence, KS 66045

Phone: (785) 864-4700
Fax: (785) 864-5469
Email: financialaid@ku.edu

First Name

Last Name

MI

KUID Number

Phone

Email Address

Note: Verification correspondence will be sent to the e-mail address listed above. If an e-mail message is returned to Financial Aid & Scholarships (FAS) as undeliverable, an e-mail will be sent to the student's KU-registered e-mail address.

Your application has been selected for review in a process called "Verification." In this process, Financial Aid & Scholarships (FAS) must compare information from your Free Application for Federal Student Aid (FAFSA) with information from the IRS and/or other financial documents. Section 483 of the Higher Education Act of 1965, as amended, gives us the authority to ask for this information before awarding federal aid. FAS will compare the submitted documents to your FAFSA information. If there are any discrepancies, FAS may request further clarification. If corrections are needed, FAS will make them on your behalf. ***If you wish to be considered for limited-funded aid programs, the deadline for COMPLETING the verification process for the 2016-17 academic year is April 1, 2016. For awarding of loans, all verification documents for the 2016-17 academic year must be submitted by May 1, 2017 (prior to the end of the Spring 2017 term). Students who think they will qualify for Pell Grants should contact FAS if submitting documents after May 1, 2017. Verification file review may take up to four weeks.***

No federal, state, or institutional financial aid will be awarded to you until the verification process is complete.

WHAT YOU NEED TO DO:

1. Collect and photocopy your (and your parent(s)/ stepparent's) signed 2015 federal income tax forms, schedules, W-2s and 1099s. **Do not send original tax documents. They will NOT be returned.** If you and/or your parent(s) used the IRS Data Retrieval Tool on the FAFSA, tax forms DO NOT need to be submitted for those individuals.
2. Complete and sign this worksheet.
3. Submit the completed worksheet and signed copies of tax forms (if IRS Data Retrieval Tool not used) and other documents to FAS (address/fax indicated above) as soon as possible so that your aid will not be delayed. Once you submit verification documents, please do not make any corrections to your FAFSA unless instructed to do so by FAS.

HOUSEHOLD INFORMATION

In the grid below list the following people:

- Yourself (even if you do not live with your parents)
- Your parent(s)/stepparent (whose information you provided on the FAFSA)
- Your parent(s)/stepparent's dependent children (if your parent(s)/stepparent will provide more than half their support from July 1, 2016 through June 30, 2017, or the children could answer "No" to questions regarding *Student Dependency Status* (Step 3) on the FAFSA)

Include other people as part of your family only if:

- They lived with your parent(s)/stepparent and received more than half their support from your parent(s)/stepparent at the time you completed your FAFSA

AND

- They will continue to get more than half their support from your parent(s)/stepparent from July 1, 2016 through June 30, 2017

Full Name	Age	Relationship	Marital Status as of Today *	College/University ** <i>(see note below)</i>	Student ID # <i>(see note below)</i>
		<i>Self</i>		<i>The University of Kansas</i>	

* Choose one: Single, Married, Re-married, Separated, Divorced, Widowed

** Of those listed above, write in the name of the college and student ID number for any family member (other than parents) who will be enrolled at least half-time in a degree or certificate program between July 1, 2016 and June 30, 2017. If you need additional space, please attach a separate page.

2015 ADDITIONAL FINANCIAL INFORMATION		Student	Parent(s)
Child support you paid because of divorce or separation or as a result of a legal requirement. Don't include support for children in your parents' household, as reported on the front page of this form.	\$	\$	
Taxable earnings from need-based employment programs such as Federal Work-Study and need-based employment portions of fellowships and assistantships.	\$	\$	
Taxable grant and scholarship aid reported to the IRS in the adjusted gross income . Include AmeriCorps benefits (awards, living allowances, and interest accrual payments), as well as grant and scholarship portions of fellowships and assistantships.	\$	\$	
Combat pay or special combat pay. Only enter the amount that was taxable and included in the adjusted gross income. Do not enter untaxed combat pay.	\$	\$	
Earnings from work under a Cooperative Education program offered by a college.	\$	\$	
2015 UNTAXED INCOME		Student	Parent(s)
Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings) including, but not limited to, amounts reported on the W-2 Form in Boxes 12a through 12d, codes D, E, F, G, H, and S. Don't include code DD.	\$	\$	
Child support you received for all children. Do not include foster care or adoption payments.	\$	\$	
Housing, food and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). Do not include the value of on-base military housing or the value of a basic military allowance for housing.	\$	\$	
Veterans' non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.	\$	\$	
Other untaxed income not reported, such as worker's compensation, disability, etc. Also include the untaxed portions of health savings accounts from IRS Form 1040 – line 25. Don't include: extended foster care benefits, student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, on-base military housing or a military housing allowance, combat pay, benefits from flexible spending arrangements (e.g. cafeteria plans), foreign income exclusion, or credit for federal tax on special fuels.	\$	\$	
Money received , or paid on your behalf (e.g., bills), not reported elsewhere on this form.	\$	XXXXX	
2015 TAX FORMS AND SUPPORTING DOCUMENTS			

PARENT(S) (Check any that apply)

- 2015 federal tax return has been completed and a signed copy (along with Schedules, W2s and 1099s) is submitted with this worksheet
- 2015 federal tax return has been completed and IRS Data Retrieval Tool (DRT) was used on the FAFSA (no tax documents need to be submitted).
- Have not yet filed a federal tax return, but have requested an extension with the IRS (Form 4868 submitted with this worksheet)
- Will not file a 2015 federal tax return – W2s attached if any income earned
- Did not earn any income in 2015

STUDENT (Check any that apply)

- 2015 federal tax return has been completed and a signed copy (along with Schedules, W2s and 1099s) is submitted with this worksheet
- 2015 federal tax return has been completed and IRS Data Retrieval Tool (DRT) was used on the FAFSA (no tax documents need to be submitted)
- Have not yet filed a federal tax return, but have requested an extension with the IRS (Form 4868 submitted with this worksheet)
- Will not file a 2015 federal tax return – W2s attached if any income earned
- Did not earn any income in 2015

PLEASE SIGN BELOW

By signing this worksheet, I certify that all of the information reported on this worksheet is complete and correct to the best of my knowledge. *I also understand if I purposefully give false or misleading information on this worksheet, I would be violating federal statute, and could face penalty.* In addition, I understand that documents (including the Verification Worksheet) may be copied if the student has a sibling or parent who attends KU.

STUDENT SIGNATURE (REQUIRED)

DATE

PARENT SIGNATURE (REQUIRED)

DATE