

2020–2021 TUSM Verification Worksheet (V1)

Your 2020–21 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we must ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. Please complete and sign the TUSM institutional verification document, attach any required documents, and submit the form and other required documents to the Office of Financial Aid. We may ask for additional information after reviewing this document. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

A. Student’s Information

Last Name	First Name	M.I.	Student ID Number or SSN
Address			Date of Birth
City	State	Zip Code	Email Address
Home Phone Number			Cell Phone Number

B. Household Information

List below the people in the student’s household. Include:

- The student
- The student’s spouse, if the student is married
- The student’s or spouse’s children if the student or spouse will provide more than half of their support from July 1, 2020, through June 30, 2021, even if the children do not live with the student
- Other people if they now live with the student and the student or spouse provides more than half of their support and will continue to provide more than half of their support through June 30, 2021

Include the name of the college for any household member who 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.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time (Yes or No)
John Smith (example)	23	<i>Self</i>	<i>TUSM</i>	<i>Yes</i>

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.

C. Income Information to Be Verified

STUDENT TAX FILERS

Complete this section if you, the student, filed or will file a 2018 income tax return with the IRS. *If married, you must include spouse's information as well.*

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 the student's FAFSA. *TUSM will use the IRS information that was transferred in the verification process.*
- 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 the student's FAFSA. *See instructions above for information on how to use the IRS Data Retrieval Tool. The verification process will not be complete until your IRS information has been transferred into your FAFSA.*
- 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 copy of the 2018 Federal Tax Return.**

If you didn't use the IRS DRT process and do not have access to a copy of your 2018 Federal Tax Return, a **2018 IRS Tax Return Transcript** may be obtained through:

- Get Transcript by MAIL – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." 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, under the Tools heading, click "Get a tax transcript." 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

If the student and spouse filed separate 2018 IRS income tax returns, the IRS DRT cannot be used and the **2018 IRS Tax Return Transcript(s)** must be provided for each.

- Check here if an IRS tax return transcript(s) or tax return is attached to this worksheet.
- Check here if an IRS tax return transcript(s) will be submitted to TUSM. **Verification cannot be completed until the IRS tax return transcript(s) has been submitted.**

Tax Return Filers must submit 2018 W-2 forms for any employment or other income received in 2018 by student (and spouse if married).

STUDENT NONTAX FILERS

The instructions and certifications below apply to the student and spouse, if the student is married. Complete this section if the student and spouse will not file and are not required to file a 2018 income tax return with the IRS.

Check the box that applies:

