



2020-2021 TUFTS Verification Worksheet (V5)

Your 2020–2021 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 TUFTS 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	Self	TUFTS	Yes

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

The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If you have not already used the tool, go to FAFSA.gov, log in to your FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if you are eligible to use the IRS Data Retrieval Tool to transfer 2018 IRS income tax information into your FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you need more information about when, or how to use the IRS Data Retrieval Tool see your financial aid administrator.

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. ***Tufts 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)** – ***Please note that photocopies of the income tax return are no longer acceptable.***

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) is attached to this worksheet.
- Check here if an IRS tax return transcript(s) will be submitted to Tufts. ***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:

- The student (and spouse if married) was not employed and had no income earned from work in 2018.
- The student and/or spouse were employed in 2018 and have listed below the names of all employers, the amount earned from each employer in 2018, and whether an IRS W-2 form is provided. Provide copies of all 2018 W-2 forms issued to you (and, if married, to your spouse) by employers. *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and SSN at the top..*

Employer's Name	2018 Annual Amount Earned	IRS W-2 Provided?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes</i>

Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2018 that indicates a 2018 IRS income tax return was not filed with the IRS or other relevant tax authority. You may obtain a "Verification of Non-Filing Letter" by submitting the IRS Form 4506-T and checking box 7 located at www.irs.gov/form4506t.

- Check here if confirmation of non-filing is provided.
- Check here if confirmation of non-filing will be provided later.

D. High School Completion

Provide one of the following documents that indicate the student's high school completion status when the student will begin college in 2020–2021:

- A copy of the student's high school diploma.
- For students who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or other similar document.
- A copy of the student's final official high school transcript that shows the date when the diploma was awarded.
- A state certificate or transcript received by a student after the student passed a State-authorized examination that the State recognizes as the equivalent of a high school diploma (GED test, HiSET, TASC, or other State-authorized examination).
- An academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.
- For a student who was homeschooled in a state where state law requires the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a copy of that credential.

- For a student who was homeschooled in a state where state law does not require the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a transcript, or the equivalent, signed by the student's parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting.

If the student is unable to obtain the documentation listed above, he or she must contact the financial aid office.

E. Verification Identity and Statement of Educational Purpose

Due to COVID-19, this may be submitted electronically and without a notary or staff member witnessing

Statement of Educational Purpose

I certify that I, _____,
(Student's name)

that the federal student financial assistance. I may receive will only be used for educational purposes and to pay the cost of attending Tufts University School of Medicine for 2020-2021.

Student's Signature

Date

Student's ID Number

ATTACH A COPY OF ONE OF THE FOLLOWING GOVERNMENT ISSUED ID:

DOCUMENT MUST NOT BE EXPIRED

_____ Driver's License _____ Non-Driving State ID _____ Military ID _____ Passport

Certification and Signature

By signing below, I certify that all of the information reported is complete and accurate.

Student's Name

Student's Signature

Date

WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.