TRINE UNIVERSITY

Financial Aid Office
(800) 347-4878
(260) 665-4511 (Fax)

2023-24
Verification Worksheet

SECTION A - DEPENDENT STUDENT WORKSHEET: STUDENT INFORMATION

Your FAFSA was selected for a process called verification (Required by Federal Regulation CFR Title 34, Part 668). Trine University will be comparing your FAFSA with documents you provide. If there are differences between your FAFSA information and documents provided, the Office of Financial Aid may make corrections to your FAFSA. Every time you submit a FAFSA you have a chance of being selected for verification. Please submit all requested verification documentation for processing within 45 days of initial request. It may take a minimum of 2-3 weeks after ALL documents are submitted for review.

Submitting documents after 45 days may affect financial aid awards offered due to limited funding.

NOTE: BOTH Sections A & B must be completed for a Dependent Student Verification Worksheet

Student Name (print) _____ Student ID _____

STEP 1) Student Tax Forms and Income Information- check only the box that applies

CHECK ONE	IF YOU:	REQUIRED STUDENT ACTION:
	Filed 2021 Tax Return and used the IRS Data Retrieval Tool on the FAFSA	1) Submit all 2021 W2s
	Filed 2021 Tax Return and ***did not*** use the IRS Data Retrieval Tool on the FAFSA	1) Submit a copy of your 2021 IRS Tax Return Transcript or a signed IRS Form 1040 including all filed schedules 2) Submit all 2021 W2s
	Filed 2021 Amended Tax Return and used the IRS Data Retrieval Tool on the FAFSA	1) Submit a signed copy of your Amended 2021 Federal Tax Return (IRS Form 1040- 2) Submit all 2021 W2s
	Filed 2021 Amended Tax Return and did not use the IRS Data Retrieval Tool on the FAFSA	1) Submit a signed copy of your Amended 2021 Federal Tax Return (IRS Form 1040- 2) Attach a copy of your 2021 IRS Tax Return Transcript or a signed copy of your IRS Form 1040 including all filed schedules 3) Submit all 2021 W2s
	Filed a 2021 Foreign Tax Return or had foreign income in 2021	1) Provide an English translation of the foreign wages/income documents. If you filed a Puerto Rican tax return, provide a signed copy of your 2021 Puerto Rican Individual Income tax return (does not need to be translated).
	Worked in 2021 and did not file a 2021 Tax Return	1) Submit all 2021 W2s or list source(s) and amount(s) earned if W2s were not provided. Source: Amount: 1 _____ 1 _____ 2 _____ 2 _____ 3 _____ 3 _____
	Did not work in 2021 and did not file a 2021 Tax Return	1) By selecting this option you are verifiying that you had zero wages/income in 2021.

STEP 2) Student Signature

By signing this worksheet, I certify that all the information reported is complete and correct. I understand if I purposely give false or misleading information on this worksheet I may be fined, sentenced to jail, or both. I am also granting the Office of Student Financial Aid permission to update the FAFSA through the Federal Aid online correction tool to match the values on this and other verification documents I have or will provide. I understand ALL documents must be submitted 3 weeks prior to the last day of the semester to avoid loss of funding.

Electronic signatures are not accepted.

Student Signature _____ Date _____