

# 2021-2022 Verification Worksheet

FinAid ID \_\_\_\_\_

Your **2021-2022** 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 may ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information, the Financial Aid Administrator (FAA) at your school will compare your FAFSA with the 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 must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the FAA at your school. Your school may ask for additional information. If you have questions about verification, contact your FAA as soon as possible so that your financial aid will not be delayed. **WARNING:** If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both. The law states that HBC has the right to ask you for information before you are OFFERED any financial aid. See the instructions in the FAFSA. HBC must review the requested information (C.F.R. Title 34, Part 668, the student financial aid rules).

**Complete all of the steps listed on this worksheet. Do not leave any steps blank or your application will be incomplete.**

## STUDENT INFORMATION

Last Name	First Name	Soc. Sec. #	Student ID #
Permanent Address (Include Apt #)		City/State/Zip	Date of Birth
Home Phone # (Include Area Code)	Cell Phone #	Email Address	

## SECTION A: FAMILY INFORMATION

You are **Dependent** if you answer **NO** to all of the following questions: You are **Independent** if you answer **YES** to any of the following questions:

- ❖ Were you born before January 1, 1998
- ❖ As of today, are you married? (Answer “Yes” if you are separated but not divorced.)
- ❖ At the beginning of the 2021-2022 school year, will you be working on a master’s or doctorate program (MA, MBA, MD, JD, PhD, EdD, grad certificate, etc.)?
- ❖ Are you currently serving on active duty in the U.S. Armed Forces for purposes other than training?
- ❖ Are you a veteran of the U.S. Armed Forces?
- ❖ Do you now have or will you have children who receive more than half of their support from you between July 1, 2020 and June 30, 2021?
- ❖ Do you have dependents (other than your children or spouse) who will live with you and who receive more than half of their support from you, now and through June 30, 2022?
- ❖ At any time since you turned age 13, were both of your parents deceased; were you in foster care, or were you a dependent or ward of the court?
- ❖ As determined by a court in your state of legal residence, are you or were you an emancipated minor?
- ❖ As determined by a court in your state of legal residence, does someone other than your parent or stepparent have legal guardianship of you?
- ❖ At any time on or after July 1, 2020 did your high school or school district homeless liaison determine that you were an unaccompanied youth who was homeless or self-supporting and at risk of being homeless?
- ❖ At any time on or after July 1, 2020, did the director of an emergency shelter or transitional housing program funded by the U.S. Dept of Housing and Urban Development determine that you were an unaccompanied youth who was homeless or self-supporting and at risk of being homeless?
- ❖ At any time on or after July 1, 2020, did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless or self-supporting and at risk of being homeless?

If **DEPENDENT**, list the people in your parents’ household (no foster children or children that your parents pay child support for as listed in Section C) whom they will support between July 1, 2021 and June 30, 2022 Include:

- ❖ Yourself and your parent(s) (including stepparent) even if you don’t live with your parents
- ❖ Your parent(s)’ dependent children (if they will receive **more than half** of their support from your parents or if they would be required to provide parental information when applying for federal student aid)

Include other people if they:

- ❖ Lived with and received **more than half** of their support from your parents at the time you completed your application and will continue to get this support between July 1, 2021 and June 30, 2022.

If **INDEPENDENT**, list the people in your household that you (and your spouse, if married at the time of application) will provide **more than half** of their (no foster children or children that you pay child support for) support between July 1, 2021 and June 30, 2022. Include:

- ❖ Yourself
- ❖ Your spouse (if married at the time of application)
- ❖ Your/spouse dependents

Include other people if they:

- ❖ Lived with and received **more than half** of their support from you or your spouse at the time you completed your application and will continue to get this support between July 1, 2021 and June 30, 2022.

NAME	AGE	RELATIONSHIP TO STUDENT	COLLEGE/UNIVERSITY (at least half-time during 2021-2022 at an eligible institution) Exclude parents’ college(s)
		Self	Huntsville Bible College

**SECTION B: 2019 TAX FILING STATUS**

We accept the following tax forms: IRS Tax Return Transcripts and IRS W-2 Form(s) or a converted foreign income tax return. We do not accept Form 8453 (Electronic Filing), 1040, 1040A or 1040EZ Forms or Tax Summary Forms. If you filed a **2019** IRS Tax Return Extension you must submit a copy of your **2019** W-2 Form(s) and the 2019 IRS Form 4868. To obtain a copy of your IRS Tax Return Transcript you may contact the IRS by phone at 1-800-908-9946; log onto [www.irs.gov](http://www.irs.gov) and click on **'Order a Return or Account Transcript'** (**make sure that you order the IRS Tax Return Transcript, not the 'Account Transcript'**); or complete IRS Form 4506-EZ at [www.irs.gov/pub/irs-pdf/f4506ez.pdf](http://www.irs.gov/pub/irs-pdf/f4506ez.pdf).

**Student (and Spouse, if applicable)** Please check the appropriate filing status

1. \_\_\_\_\_ I will submit my (our) **2019** IRS Tax Return Transcript or I/we have used the IRS Data Retrieval Tool that is part of FAFSA on the Web. By using the IRS Data Retrieval Tool the IRS information was transferred into your FAFSA. If the data is unchanged and there is no conflicting information you will not be required to submit the **2019** IRS Tax Transcript unless you have filed an amended return or your marital status is different than your tax filing. In cases of marital status differences you will be required to submit the **2019** IRS Tax Return Transcript and all IRS W-2 Forms. Please contact the Office of Student Financial Aid for information on Amended Returns and Tax Filing Extensions.
2. \_\_\_\_\_ You (or your spouse) were not employed and had no income earned from work in **2019**.
3. \_\_\_\_\_ You (or your spouse) were employed in **2019**, **will not** file and **are not** required to file a **2019** Federal Income Tax Return. I have listed below the names of all my/spouse's employers, the amount earned for each employer in **2019** and whether an IRS W-2 Form is attached. Attach copies of all **2019** IRS W-2 Forms issued to you/your spouse by employers. *List employer even if they did not issue an IRS W-2 Form.*

Employer's Name	2019 Amount Earned	IRS W-2 Attached?
<i>Denny's Auto Body Shop (example)</i>	<i>\$2000.00 (example)</i>	<i>Yes (example)</i>

**Student's Parent(s)/Step-Parent(s)** Please check the appropriate filing status.

1. \_\_\_\_\_ I will submit my parent(s)/step-parent **2019** IRS Tax Transcript and IRS W-2 Form(s) or my parent(s)/step-parents have used the IRS Data Retrieval Tool that is part of FAFSA on the Web. By using the IRS Data Retrieval Tool the IRS information was transferred into your FAFSA. If the data is unchanged and there is no conflicting information you/your parent(s) will not be required to submit the **2019** IRS Tax Transcript unless an amended return or the marital status is different than the tax filing. In cases of marital status difference you/your parent(s) will be required to submit the **2019** IRS Tax Return Transcript and all IRS W-2 Forms.
2. \_\_\_\_\_ My parent(s)/step-parent was/were not employed and had no income earned from work in **2019**.
3. \_\_\_\_\_ My parent(s)/step-parent was/were employed in **2019** **will not** file and **are not** required to file a **2019** Federal Income Tax Return. My parent(s)/step-parent have listed below the names of all employers, the amount earned for each employer in **2019** and whether an IRS W-2 form is attached. Attach copies of all **2019** IRS W-2 forms issued to you/your spouse by employers. *List every employer even if they did not issue an IRS W-2 Form.*

Employer's Name	2019 Amount Earned	IRS W-2 Attached?
<i>Denny's Auto Body Shop (example)</i>	<i>\$2000.00 (example)</i>	<i>Yes (example)</i>

**SECTION C: CERTIFICATION AND SIGNATURES**

I/We certify that all of the information on this form is complete and correct. (If additional space is needed for any of the above questions, you may attach a separate page with the student's name and student's HBC ID number at the top).

X \_\_\_\_\_ X \_\_\_\_\_  
 Student's Signature Date Parent's Signature (If Dependent Student) Date