



Office of Financial Aid & Scholarships
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2024-2025 Verification Worksheet - Dependent

Your 2024-2025 application for financial aid has been selected for verification. Submit the requested documentation as soon as possible. Processing of your financial aid file cannot continue, and no financial aid can be awarded until the required information has been received. The authority for Anderson University to review the requested documents can be found in CFR Title 34, Part 668. If you are being asked to submit a 2022 Tax Return Transcript for you and/or your parent, you and/or your parent can request a tax return transcript from the IRS. Instructions for requesting a Tax Return Transcript can be found at andersonuniversity.edu/admission/financial-aid/irs-data-retrieval-tool.

STUDENT NAME: _____ SSN or ID: _____

Section 1: Household Information

List below the people that your parent(s)* will support between July 1, 2024, and June 30, 2025. **Be sure to include yourself, your parent(s) and their other dependent children.** Include other people only if they lived with your parent(s) and received more than half their support from your parent(s) at the time you applied for financial aid and will continue to receive this support between July 1, 2024, and June 30, 2025. In addition, provide the name of the university or college for family members who will be attending **at least half-time** during the 2024-2025 academic year and who will be enrolled in a degree, diploma or certificate program. **Always list yourself.** Do not include the university or college for your parent(s).

**Parent(s) means your biological/adoptive parents if they are married to each other or are not married to each other and live together; the biological/adoptive parent with whom provides more than 50% of your support if your parents are divorced, separated or if one parent is deceased. Parent(s) does not mean grandparents, foster parents, aunts and uncles unless they have legally adopted you prior to the age of 13.*

Full Name of Family Member	Relationship to Student	Date of Birth (mm/dd/yy)	Age	Name of University or College Attending in 2024-2025
	Self			Anderson University

Section 2: Student's Income Information

I have filed a 2022 federal income tax return.

OR

I will not and are not required to file a 2022 federal income tax return.

If you will not file a 2022 federal income tax return, check the ONE box that applies.

The student was not employed and had no income earned from work in 2022.

The student was employed in 2022; was not required to file a 2022 federal income tax return; and has listed below the names of all employers, the amount earned from each employer in 2022, and whether an IRS W2 form is provided. **Please provide a copy of all 2022 IRS W2 form(s) issued to the student by an employer.** List every employer even if the employer did not issue an IRS W2 form. If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	IRS W2 Provided?	Total Amount Earned in 2022
<i>(Example)</i> ABC Diner	Yes	\$4,500

Section 3: Parent's Income Information

I (we) have filed a 2022 federal income tax return.

OR

I (we) will not and are not required to file a 2022 federal income tax return.

If you will not file a 2022 federal income tax return, check the ONE box that applies. You must provide a Verification of Non-Tax Filing Letter from the IRS dated on or after October 1, 2023 that indicates a 2022 IRS income tax return was not filed. Instructions for requesting a Tax Return Transcript can be found at andersonuniversity.edu/admission/financial-aid/irs-data-retrieval-tool.

The parent(s) were not employed and had no income earned from work in 2022.

The parent(s) were employed in 2022; were not required to file a 2022 federal income tax return; and have listed below the names of all employers, the amount earned from each employer in 2022, and whether an IRS W2 form is provided. **Please provide a copy of all 2022 IRS W2 form(s) issued to the parent by an employer.** List every employer even if the employer did not issue an IRS W2 form. If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	IRS W2 Provided?	Total Amount Earned in 2022
(Example) ABC Diner	Yes	\$4,500

Section 4: Certifications, Signatures and Contact Information

By signing this *Verification Worksheet*, I (we) certify that all information reported to qualify for federal financial assistance is complete and correct. At least one parent must sign.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Student's Mailing Address: _____
Street City State and Zip

Student's Telephone Numbers: _____
Home Work Cell