



2019-2020 VERIFICATION WORKSHEET-V5

Independent Student

ONLY Original copies are accepted. Faxed or emailed copies will not be accepted

INSTRUCTIONS: You were selected for the above verification; therefore, complete sections below.

PLEASE READ: Your 2019-2020 Free Application for Federal Student Aid (FAFSA) was selected for verification by the Department of Education. Before awarding any Federal Student Aid, we may ask you to confirm and/or document any of the information you reported on your FAFSA. To verify that you provided correct information the Office of Financial Aid & Scholarships will compare your FAFSA-ISIR 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 must complete and sign this worksheet, attach any required documents, and submit the documents to the financial aid office. We may ask for additional information. If you have questions or need clarification about verification, contact your financial aid administrator as soon as possible to avoid any further delay on processing

SECTION 1: STUDENT INFORMATION

Last Name	First Name	Student's ID
Phone Number	Date of Birth	

SECTION 2: FAMILY INFORMATION

A. List the people in your household whom you will provide more than 50% of support from July 1, 2019 through June 30, 2020. Include:

1. Yourself and your spouse, if married
2. Your children (or step children); under the age 24 as of January 01, 2019,
3. Other household member(s) (parents, grandparents, etc.) go to **Section 2.B.**

Name	Age	Relationship	College	Enrolled at least ½ time
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>	<i>Central University</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Self	Diné College	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

B. OTHER HOUSEHOLD MEMBERS: (Including children age 24 or over on January 01, 2019.)

1. Lives with you, and will continue from July 01, 2019 through June 30, 2020 and,
2. You provide more than 50% of financial support.

Name	Age	Relationship	College	Enrolled at least ½ time
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

Do you provide more than 50% of the monetary support for this person? Yes No

Does this person live in your home? Yes No

Does this person work, or have another source of income? Yes No

If yes, explain: _____

SECTION 3: INCOME VERIFICATION**A. TAX RETURN FILERS/NONFILERS** (Student completes this section, please check the appropriate box's below for tax information.)

1. Did you file a 2017 Tax Return? (Jointly or individually) Yes No
 - a. If no, did you work in 2017? Yes No
 - i. If yes, please submit a copies of all your 2017 W-2(s), 1099's, etc.
 - ii. If no, please initial the following and submit with an IRS form Verification of Non-Filing.
 - b. _____ I was not employed and had no income from work in 2017.
2. Did you (student) use the IRS Data Retrieval Tool on *FAFSA on the Web* to transfer 2017 IRS income tax information into the student's FAFSA?
 Yes No
 - a. If no, please provide a copy of the 2017 IRS Tax Return Transcript(s).

If the student, will not file and is not required to file a 2017 income tax return with the IRS, than download a Verification of Non-filing Letter (4506-T), which provides proof that the IRS has no record of a 1040, 1040A or 1040EZ for 2017. Form can be obtained at www.irs.gov and complete form is at <https://www.irs.gov/pub/irs-pdf/f4506t.pdf> (Allow 2-3 weeks to be mailed).

SPOUSE INFORMATION

3. _____ (Spouse Name) Did your spouse file a 2017 Tax Return? (Jointly or individually) Yes No
 - a. If no, did he/she work in 2017? Yes No
 - i. If yes, please submit a copies of all your 2017 W-2(s), 1099's, etc.
 - ii. If no, please initial the following and submit with an IRS form Verification of Non-Filing.
 - b. _____ I was not employed and had no income from work in 2017.

To obtain an IRS tax return transcript, go to www.IRS.gov and click on the "Get Transcript for My Tax Records" link, or call 1-800-908-9946. Make sure to request the "IRS Tax Return Transcript" and not the "IRS Tax Account Transcript." You will need your Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used on the 2017 IRS income tax return). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.

SECTION 4: HIGH SCHOOL COMPLETION STATUS

Provide one of the following documents that indicate the student's high school completion status when the student will begin college in 2019-2020: (Check one of the following):

- Did you (student) have previously submitted a documentation of high school, home school or GED completion to Dine' College Admission:
 Yes ___ if 'yes' initial the statement below.
- o Student initials' _____ I have previously submitted a copy of my official high school transcripts, GED or homeschool credential to Dine' College Admission. If, upon review, this document is not sufficient I will be required to submit additional documentation.
- No ___ if 'no' provide one of following documentation and attach a copy of the document.
- A copy of the student's high school diploma with graduation date.
- 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 (GED test, HiSET, TASC, or other State-authorized examination) that the State recognizes as the equivalent of a high school diploma.

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

Student's Name: _____

Student's ID #: _____

SECTION 5: IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE

How will you submit this form? Please check one of the following boxes below. Must be completed in the presence of an authorized individual.

A. In Person: If "in-person" please complete BOX A.

B. By Mail: If "by mail" Please complete BOX A and BOX B

BOX A: Must be signed in the presence of a Financial Aid Staff. If unable to sign in the presence of a Financial Aid Staff, you may sign it in the Presence of your Dine' College Official, or a Notary Public.

The student must appear in person at _____ Diné College _____ to verify his or her identity by presenting
(Name of Postsecondary Educational Institution)
a valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated with the date it was received and the name of the official at the institution authorized to collect the student's ID.

In addition, the student must sign, in the presences of the institutional official, the Statement of Education Purpose provided below:

Statement of Educational Purpose

I certify that I _____ am the individual signing this Statement of Educational Purpose
(Print Student's Name)
and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending _____ Diné College _____ for 2019-2020.
(Name of Postsecondary Educational Institution)

(Student's Signature)

(Date)

School Certification (IF SUBMITTED IN PERSON ONLY)

Name of Institution Official

Signature of Institution Official

Date

BOX B: If you are unable to appear in person at Dine' College, complete and sign this form in the presence of a Notary Public. Mail the original form with Notary's signature and seal or stamp to Office of Financial Aid & Scholarships.

Attach a clear, readable copy of the student's government issued photo ID. (Driver's License, passport, military ID, etc.)

Is Copy of Photo ID Attached? Yes No (If "No" verification is incomplete.)

Notary Public

In the State of _____ am city/county of _____ on (date) _____,

Before me (Notary's name) _____ personally appeared (student name) _____

and providing me on basis of satisfactory evidence identification (type of gov't issued photo ID) _____

to be the above named person who signed the foregoing instrument.

Witness my hand and official seal:

(Notary Signature)

My commission expires: _____

Student's Name: _____

Student's ID#: _____

SECTION 6: CERTIFICATION AND SIGNATURE

By signing this worksheet, I certify that all of the information reported on this worksheet is complete and correct.

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

Student Signature

Date



Tsaile Campus
P.O Box C06
Tsaile AZ, 86556
Ph: (928) 724-6730/6731
Fax: (928)724-6740

Shiprock Campus
P.O Box 580
Shiprock, NM 87420
Ph: (505) 368-3511/3513/3515
Fax: (505)368-3620