



## 2020-2021 Independent Verification Worksheet

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 may 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 verification 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 form, attach any required documents, and submit the form and other required documents to us. We may ask for additional information.

### **A. Student's Information**

_____ Student's First Name	_____ M.I.	_____ Last Name	_____ Student ID Number (8 digits)
_____ Student's Street Address (include apt. no.)			_____ Student's Date of Birth
_____ City State Zip Code			_____ Student's Email Address
_____ Student's Home Phone Number (include area code)			_____ Student's Alternate or Cell Phone Number

### **B. Household Size**

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.

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, include the name of the college.

If more space is needed, provide a separate page with the student's name and ID number at the top.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time (Yes or No)
		<i>Self</i>		

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. Independent Student’s Income Information to Be Verified

#### 1. TAX RETURN FILERS:

**Instructions:** Complete this section if the student and spouse filed or will file a 2018 IRS income tax return(s). If you used the IRS DRT tool to retrieve your income tax information prior to the IRS disabling the service, in most cases no further documentation is needed to verify 2018 income information that was transferred into the student’s FAFSA using the IRS DRT if that information was not changed by the FAFSA filer.

**Check the box that applies:**

The student has used the IRS Data Retrieval Tool (DRT) in *FAFSA on the Web* to transfer 2018 IRS income tax return information into the student’s FAFSA.

The student was unable or chose not to use the IRS Data Retrieval Tool (DRT) in *FAFSA on the Web*, and instead will provide the school with a **2018 IRS Tax Return Transcript(s)**. A **2018 IRS Tax Return Transcript** may be obtained through:

- Get Transcript by MAIL – Go to [www.irs.gov](http://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](http://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

In most cases the IRS Tax Return Transcript will be available within 2–3 weeks after the 2018 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2018 paper IRS income tax returns, the 2018 IRS income tax return information is available within 6–8 weeks after the 2018 paper IRS income tax return has been received by the IRS. Contact the Financial Aid Office if more information is needed about obtaining an IRS Tax Return Transcript.

If the spouse filed a 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 a **2018 IRS Tax Return Transcript(s)** is attached to this worksheet.

Check here if a **2018 IRS Tax Return Transcript(s)** will be provided later.

#### 2. TAX RETURN NONFILERS—Complete this section if you, the student (and, if married, your 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 were 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 attached. **Attach copies of all 2018 W-2 forms issued to you** (and spouse, if married) 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 Amount Earned	IRS W-2 Attached?

**Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2019 that indicates a 2018 IRS income tax return was not filed with them.**

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

### **D. High School Completion Status**

Provide one of the following documents to indicate the student's high school completion status when the student begins 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.

**A student who is unable to obtain the documentation listed above must contact the financial aid office.**

## **E. Identity and Statement of Educational Purpose**

### **Identity and Statement of Educational Purpose (To Be Signed at the Institution)**

The student must appear in person at the **Burrell College of Osteopathic Medicine** to verify his or her identity by presenting an unexpired 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 by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose provided below.

### **Identity and Statement of Educational Purpose (To Be Signed in the Presence of a Notary)**

If the student is unable to appear in person at the **Burrell College of Osteopathic Medicine** to verify his or her identity, the student must provide to the institution:

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and

(b) The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

**Statement of Educational Purpose**

I certify that I \_\_\_\_\_ am the individual signing  
(Print Student's Name)

this Statement of Educational Purpose and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending the **Burrell College of Osteopathic Medicine** for 2020-2021.

\_\_\_\_\_  
(Student's Signature) (Date)

\_\_\_\_\_  
(Student's ID Number) Notary's **Certificate of Acknowledgement**

*Notary's certification may vary by State*

State of \_\_\_\_\_

City/County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,  
(Date) (Notary's name)

personally appeared, \_\_\_\_\_, and proved to me  
(Printed name of signer)

on the basis of satisfactory evidence of identification \_\_\_\_\_  
(Type of unexpired government-issued photo ID provided)

to be the above-named person who signed the foregoing instrument (Statement of Educational Purpose on page 4).

**WITNESS my hand and official seal**

(seal)

\_\_\_\_\_  
(Notary signature) My

commission expires on \_\_\_\_\_  
(Date)

**F. Certifications and Signatures**

Each person signing below certifies that all of the information reported is complete and correct. The student and spouse (if applicable) must sign and date.

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

_____	_____
Print Student's Name	Student ID #
_____	_____
Student's Signature	Date
_____	_____
Spouse's Signature	Date