

## STEP 1: STUDENT INFORMATION

Student Name: \_\_\_\_\_ RWU ID#: \_\_\_\_\_  
Please Print Last First MI

Permanent Home Address: \_\_\_\_\_

City

State

Zip Code

Telephone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Email: \_\_\_\_\_

## STEP 2: CURRENT MARITAL STATUS

<b>Custodial Parent(s) Current Marital Status (DEPENDENT STUDENT ONLY)</b>	<b>Month /Year</b>	<b>Student Current Marital Status (INDEPENDENT STUDENT ONLY)</b>	<b>Month /Year</b>
<input type="checkbox"/> Married		<input type="checkbox"/> Never Married	N/A
<input type="checkbox"/> Remarried		<input type="checkbox"/> Married	
<input type="checkbox"/> Separated		<input type="checkbox"/> Remarried	
<input type="checkbox"/> Divorced		<input type="checkbox"/> Separated	
<input type="checkbox"/> Widowed		<input type="checkbox"/> Divorced	
<input type="checkbox"/> Unmarried & Living Together	N/A	<input type="checkbox"/> Widowed	
<input type="checkbox"/> Never Married & Living Apart	N/A		

## STEP 3: FAMILY INFORMATION

**Dependent Students:** In the box below, list the people in your parents' household, include:

- yourself and your parent(s) (stepparent if applicable) even if you don't live with your parents, and
- your parents' other children, even if they don't live with your parent(s), if (a) your parents will provide more than half of their support, from July 1, 2021 through June 30, 2022, or (b) the children would be required to provide parental information when applying for Federal Student Aid, and
- other people if they now live with your parents, and your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2021 through June 30, 2022.

Also, include the name of the college for any household member, excluding parent(s), who will be attending at least half time.

**Independent Students:** In the box below, list the people in your household, include:

- yourself and your spouse if you have one; and
- your children, if you will provide more than half of their support from July 1, 2021 through June 30, 2022, even if they do not live with you; and
- other people if they now live with you and you will provide more than half of their support and will continue to provide more than half of their support from July 1, 2021 and June 30, 2022.

Also, include the name of the college for any household member attending at least half time.

<b>Full Name</b>	<b>Age</b>	<b>Relationship to Student</b>	<b>College (Enrolled in 2021-2022)</b>
		Self	RWU

## STEP 4: EDUCATION CREDIT

Did you/parent claim an Education Credit on your 2019 Federal Income Tax Return (refer to 2019 Federal 1040)

- YES** – Amount \$\_\_\_\_\_. Continue to Step 5.  
 **NO** – Continue to Step 5.

## STEP 5: STUDENT DATA RETRIEVAL TOOL/TAX RETURN INFORMATION – CALENDAR YEAR 2019

Are you or will you be required to file a 2019 Federal Income Tax Return?

- YES** – If so, have you or are you planning to use the Data Retrieval Tool\*?

**YES** – Please use Data Retrieval Tool on FAFSA or submit a signed copy of your IRS Tax Return (include schedules 1, 2 and 3). \*\*

- NO** – Complete the table below and attach copies of **ALL 2019 W-2** forms. If no income write “**NONE**”. Continue to STEP 6.

Employer's Name	IRS 2019 W-2 or Equivalent Document	Annual Amount
		\$
		\$
	Total	

## STEP 6: SPOUSE/PARENT DATA RETRIEVAL TOOL/TAX RETURN INFORMATION– CALENDAR YEAR 2019

Are you or will you be required to file a 2019 Federal Income Tax Return?

- YES** – If so, have you or are you planning to use the Data Retrieval Tool\*?

**YES** – Please use Data Retrieval Tool on FAFSA or submit a signed copy of your IRS Tax Return (include schedules 1, 2 and 3). \*\*

- NO** – Complete the table below and attach copies of **ALL 2019 W-2** forms. If no income write “**NONE**” and request a verification of non-filing (4506-T) from the IRS.\*\*\* Continue to STEP 7.

Employer's Name	IRS 2019 W-2 or Equivalent Document	Annual Amount
		\$
		\$
	Total	

NOTE: \*Data Retrieval Tools can be found at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). This tool downloads your tax information directly from the IRS into the FAFSA application. \*\*If you are unable to locate your IRS Tax Returns, you can request a Federal Tax Transcript at [www.irs.gov/transcript](http://www.irs.gov/transcript). After user authentication, provide reason for request, select the year, type of transcript (Tax Return Transcript) and other requested information. The document will display in a printable format. \*\*\*If you did not file a 2019 IRS Tax Return and you attempted to obtain the verification of non-filing (4506-T) from the IRS or other tax authority and was unable to obtain, you must inform us in writing.

## STEP 7: CERTIFICATION

By signing this worksheet, I (we) certify that all information reported on it, is complete and accurate. At least one parent must sign if student is dependent.

\_\_\_\_\_  
Student Actual Signature (not digital)                      Date

\_\_\_\_\_  
Spouse/Parent 1 Actual Signature (not digital)                      Date

\_\_\_\_\_  
Parent 2 Actual Signature (not digital)                      Date

Please submit this verification form and provide copies of all requested paperwork within **15 days** of receipt to the **Financial Aid Office**. Incomplete paperwork will be returned to you for completion, thereby delaying the processing of your financial aid award. **Failure to return the requested documentation to the Financial Aid Office before you end your term of enrollment will result in cancellation of your aid.**