

2017-2018 Verification Worksheet
Dependent Student

Your 2017-2018 Free Application for Federal Student Aid (FAFSA) was selected for a process called verification. The law states that colleges must verify the information you and your parent(s) report on the FAFSA before federal student aid is disbursed. To verify that you provided correct information, financial aid administrators 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 corrections and could affect the student federal eligibility. You and at least one parent who filed your FAFSA must submit this completed signed worksheet with any verification, contact the UMW Financial Aid Office at finaid@umwestern.edu or 406-683-7511 as soon as possible so the disbursement of your financial aid will not be delayed.

A: Student Information

Student's Last Name	Student's First Name	Student's M.I.	Student's UMW ID#
Student's Home 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. Dependent Student's Family Information

List below the people in the parent's household. Include:

- The student (Yourself)
- The parents (including stepparent)
- The parents' other children if the parents will provide more than half of the children's support from July 1, 2017 through June 30, 2018, or if the other children would be required to provide parental information if they were completing a FAFSA for 2017-2018. Include children who meet either of these standards, even if a child does not live with the parents.
- Other people if they now live with the parents and the parents provide more than half of the other person's financial support, and will continue to provide more than half of that person's financial support through June 30, 2018

Number in College: Include in the space below information about any household member who is, or 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, 2017 and June 30, 2018, include the name of the college.

Full Name	Age	Relationship	Will be attending college at least half time 2017-2018? (yes or no)	Name of College
Example: John Doe	Ex: 21	Example: Brother	Example: Yes	Example: Montana Western
		Self		

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C: Student's Income Information to be verified

Have you or will you be required to file a 2015 U.S. Federal Tax Return?

- Yes:** we will need to verify your income. You may either:
 - use the IRS Data Retrieval Tool or
 - submit a copy of your 2015 IRS Tax Return Transcript or
 - submit a signed copy or your 2015 federal tax return that you have filed with the IRS.

**Specific instructions are included on the "Instructions for Tax Filers" form on the Montana Western Financial Aid Website. Skip to section D.*

- No:** Complete this section if the student will not file and is not required to file a 2015 income tax return with the IRS. You must write a brief statement stating you did not file and were not required to file taxes on the line below.

Check the one box that applies:

- The student was not employed and had no income earned from work in 2015
- The student was employed in 2015, complete the table below and attach copies of all 2015 IRS W-2 forms issued to the student by employers. List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and UMW ID # at the top.

Employer's Name	2015 Amount Earned	IRS W-2 Attached?
Grandpa J's Diner (example)	\$2,000.00 (example)	Yes (example)

D: Parent's Income Information to be verified

Note: If two parents were reported in Section B of this worksheet, the instructions and certifications below refer and apply to both parents.

Have you or will you be required to file a 2015 U.S. Federal Tax Return?

- Yes:** we will need to verify your income. You may either use the IRS Data Retrieval Tool or submit a copy of your 2015 IRS Tax Return Transcript or submit a signed copy or your 2015 federal tax return that you have filed with the IRS. Specific instructions are included on the "Instructions for Tax Filers" form on the Montana Western Financial Aid Website.

- No:** Complete this section if the parent will not file and is not required to file a 2015 income tax return with the IRS. You must write a brief statement stating you did not file and were not required to file taxes on the line below.

