



## Dependent Verification Worksheet 2024-2025

Your 2024-2025 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding you federal student aid, we may ask you and your parents to confirm the information you reported on your FAFSA. If there are differences, your FAFSA information may need to be corrected. You and any parent whose information was reported on the FAFSA must complete and sign this worksheet, attach any required documents and submit them to us. We may ask for additional information. If you have any questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

Last Name		First Name		Middle Initial	Net ID
Address (include apt. no.)				Date of Birth	
City	State	Zip Code	Phone Number (include area code)		

### Section I: Housing Information

List the people in parents' household. Include the following:

- Yourself, even if you do not live with your parent(s).
- Your parents. Do not include a parent who is living in the household due to separation, divorce or death
- Your parents' other children if your parent(s) will provide more than half of their support from July 1, 2024 through June 30, 2025.
- Other people if they now living with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2024.

First	Full Name Last	Age	Relationship to you (self, parent, brother, sister, ect)
			Self

Note: We may require additional documentation if we have reason to believe that the information regarding the household member enrolled in eligible postsecondary education institutions is inaccurate. If there are more than seven people in your household, please attach a separate piece of paper with the above information for each additional person.

### PLEASE RETURN ALL FORMS AND DOCUMENTATION IN PERSON, BY MAIL, PAWS, OR FAX TO:

Colorado State University Pueblo  
Student Financial Services  
2200 Bonforte Blvd.  
Pueblo, CO 81001

Phone: (719) 549-2753  
Fax: (719) 549-2088  
Email Documents (PDF Only) to:

[financialaid@csupueblo.edu](mailto:financialaid@csupueblo.edu)

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Net ID: \_\_\_\_\_

**Section II: Student 2022 Tax Information**

Please mark the appropriate box for your tax situation and provide the required documents.

Check One	If you:	You must:
<input type="checkbox"/>	<b>Worked</b> in 2022 and <b>did not file</b> a 2022 Tax Return	Provide copies of your 2022 W-2's and a list of 2022 employment information: <b>Source:</b> 1. _____ <b>Amount:</b> 1. _____ 2. _____ 2. _____ 3. _____ 3. _____
<input type="checkbox"/>	<b>Did not work</b> in 2022 and <b>did not file</b> a 2022 tax return	By selecting this option you are verifying that you had zero wages/income in 2022

**Section III: Parent 2022 Tax Information**

Please mark the appropriate box for your tax situation and provide the required documents.

Check One	If your parent:	Parent must:
<input type="checkbox"/>	<b>Worked</b> in 2022 and <b>did not file</b> a 2022 Tax Return	Submit Verification of Non-Filing (VNF) from the IRS <b>and</b> provide <b>ALL</b> copies of parent 2022 W-2's and a list of 2022 employment information: <b>Source:</b> 1. _____ <b>Amount:</b> 1. _____ 2. _____ 2. _____ 3. _____ 3. _____
<input type="checkbox"/>	<b>Did not work</b> in 2022 and <b>did not file</b> a 2022 tax return	Submit a Verification of non-Filing (VNF) from the IRS. Low Income Worksheet Parent

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Net ID: \_\_\_\_\_

**Section IV: Certification and Signatures**

I understand that it is my responsibility to submit all necessary documentation listed in the previous tables that apply to my filing status. Failure to do so may result in delays in packaging and disbursement, late charges on my student bill, or being ineligible for financial aid for the enrollment period.

By signing this worksheet, I/we certify that all the information reported on this form is complete and correct. My/our signature(s) below authorize any needed corrections to the information reported on the Free Application for Federal Student Aid (FAFSA) as a result of the verification process. The student and on parent **MUST** sign this form.

**Warning: Intentionally providing false and misleading information on the FAFSA is fraud. The penalties for lying on the FAFSA include, but are not limited to, fines of up to \$30,000 and up to five years of jail time, in addition to repaying the financial aid received by the student.**

\_\_\_\_\_  
**Student's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Parent's Signature**

\_\_\_\_\_  
**Date**

**How to Obtain Tax Documents from the IRS**

**Tax Return Transcript (TRT)**

Online Request: Go to [www.irs.gov](http://www.irs.gov), under the File heading on the IRS homepage click "Get Your Tax Record." You can then choose to "Request online" or "Request by Mail." Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript."

**Telephone Request:** 1-800-908-9946

**Verification of Non-Filing**

Complete Form 4506-T found at [https://www.irs.gov/pub/irs\\_pdf/4506t.pdf](https://www.irs.gov/pub/irs_pdf/4506t.pdf). Check box 7 (Verification of Nonfiling). For question 9, put 12/31/2022. Once completed, email to the appropriate address found on page 2 of Form 4506-T.