

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 institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

## A. Dependent Student’s Information

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 Student’s Last Name First Name M.I.

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 Athens State Student ID Number

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 Student’s Street Address (include apt. no.)

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 Student’s Date of Birth

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 City State Zip Code

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 Student’s Email Address

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 Student’s Home Phone Number (include area code)

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 Student’s Alternate or Cell Phone Number

## B. Dependent Student’s Family Information

Number of Household Members: List below the people in the parents’ household. Include:

- The student.
- The parents (including a stepparent) even if the student doesn’t live with the parents.
- The parents’ other children if the parents will provide more than half of the children’s support from July 1, 2020, through June 30, 2021, or if the other children would be required to provide parental information if they were completing a FAFSA for 2020–2021. 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 support, and will continue to provide more than half of that person’s support through June 30, 2021.

Number in College: Include in the space below information about any household member, excluding the parents, 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, 2020, and June 30, 2021, and 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/University	Will be Enrolled at Least Half Time (Yes or No)
		<i>Self</i>	<i>Athens State University</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. Student and Parent Tax and Income Information

Student Check one	<b>1. TAX RETURN FILERS (IF YOU FILED TAXES)</b> – If you complete this section do not complete Section 2 –	Parent Check one																								
<input type="checkbox"/>	I and/or my parents <b>have used</b> the IRS Data Retrieval Tool to retrieve and transfer the 2018 IRS income information into the student’s FAFSA. <b>Proceed to Untaxed Income below.</b>	<input type="checkbox"/>																								
<input type="checkbox"/>	I and/ or my parents <b>have not used</b> the IRS Data Retrieval Tool when filing the FAFSA on the web. I have attached the 2018 U.S. Tax Return Transcripts to this worksheet. To request a Tax Return Transcript online or by mail from the Internal Revenue Service go online to <a href="http://www.irs.gov">www.irs.gov</a> . Make sure to request the “IRS Tax Return Transcript”, not the “Tax Account Transcript”. A Paper Request Form 4506-T is available on the IRS website to request an “IRS Tax Return Transcript”. Verification cannot be completed until all tax return transcripts have been received. <b>Proceed to Untaxed income below.</b>	<input type="checkbox"/>																								
Student Check one	<b>2. TAX RETURN NONFILERS (IF YOU DID NOT and WILL NOT FILE TAXES)</b> – Only complete this section if you did not complete Section 1 –	Parent Check one																								
<input type="checkbox"/>	Check here if you and/or your parent(s) were not employed and had no income earned from work in 2018. <b>A non-filer statement from the IRS is required from the parent(s) if they did not file. Please submit with this worksheet.</b>	<input type="checkbox"/>																								
<input type="checkbox"/>	Check here if you and/or your parent(s) worked, but did not file, and were not required to file, a 2018 Federal Income Tax Return. List the name of all employers and wages received in 2018 below. Attach a separate page if needed. <b>Copies of W2(s) ARE REQUIRED. A non-filer statement from the IRS is required. Proceed to Untaxed Income below.</b>	<input type="checkbox"/>																								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Student Employer (s)</th> <th style="width: 10%;">2018 Wages</th> <th style="width: 10%;">W2 Required</th> <th style="width: 33%;">Parent Employer (s)</th> <th style="width: 10%;">2018 Wages</th> <th style="width: 10%;">W2 Required</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td style="text-align: center;">Yes</td> <td></td> <td></td> <td style="text-align: center;">Yes</td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">Yes</td> <td></td> <td></td> <td style="text-align: center;">Yes</td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">Yes</td> <td></td> <td></td> <td style="text-align: center;">Yes</td> </tr> </tbody> </table>	Student Employer (s)	2018 Wages	W2 Required	Parent Employer (s)	2018 Wages	W2 Required			Yes			Yes			Yes			Yes			Yes			Yes	
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		Yes			Yes																					
		Yes			Yes																					
		Yes			Yes																					

### D. Student’s and Parent’s Untaxed income.

Enter below any of the untaxed income pertaining to the Student and Parent(s). Enter the student amount under the student Column and the parent(s) amounts under the parent column. If it does not apply enter N/A or 0. Do Not leave blank.

Student	2018 Untaxed Income	Parent
\$	Payments to tax-deferred pension and retirement savings plans (paid direct or withheld from earnings) (e.g., 401(k) or 403(b) plans), including, but not limited to, amounts reported on <b>W-2 forms in Boxes 12a through 12d with codes D, E, F, G, H, and S (not DD).</b>	\$
\$	Housing, food, and other living allowances paid to members of the military, clergy, and others (Include cash payments and/or the cash value of benefits received. Do not include the value of on-base military housing or the value of a basic military allowance for housing.	\$
\$	Veterans’ non-education benefits received in 2018. Include Disability, Death Pension, Dependency and Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances. <b>Do not include</b> federal veterans’ educational benefits such as: Montgomery GI Bill, Dependents Education Assistance Program, VEAP Benefits, and Post-9/11 GI Bill.	\$
\$	Other untaxed income or benefits not reported elsewhere on this form, such as workers’ compensation, disability, Black Lung Benefits, and Railroad Retirement Benefits, etc. Do not include student aid, Workforce Investment Act (WIA) educational benefits or benefits from flexible spending arrangements.	\$
\$	Money received or paid on your behalf (for bills in your name) and not reported elsewhere on this form. Include any distribution from a 529 plan that is owned by someone other than your parents (such as grandparent, aunt or uncle).	\$

## E. Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

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

\_\_\_\_\_  
Print Student's Name

\_\_\_\_\_  
Student's Athens ID Number

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature (Required)

\_\_\_\_\_  
Date

***Do not mail this worksheet to the U.S. Department of Education. Submit this worksheet to the financial aid administrator at your school. You should make a copy of this worksheet for your records.***



## **Contact information**

### **Location**

Athens State University Main Campus  
Sandridge Student Center, First Floor  
300 N. Beaty Street  
Athens, AL  
35611

### **Schedule an Appointment**

Visit our website, call our main line or use this link: [Office of Student Financial Aid Appointment](#)

### **Phone**

256-233-8122

### **Email**

[finaid@athens.edu](mailto:finaid@athens.edu)

### **Fax**

256-233-8178

