



Your 2021–2022 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 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 institutional verification worksheet and submit with other required documents to the Office of Financial Aid. 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

_____ Student’s Last Name	_____ First Name	_____ M.I.	_____ Athens State Student ID Number
_____ 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. Dependent Student’s Family Information

List below the people in your household. Include:

- The student
- The parents (including a step-parent) 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, 2021, through June 30, 2022, or if the other children would be required to provide parental information if they were completing a FAFSA for 2021–2022. 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, 2022.

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, 2021 and June 30, 2022 and include the name of the college. If you need more space, attach a separate page with your name and student identification at the top.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time (Yes or No)
		Self	Athens State University	

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	1. TAX RETURN FILERS (IF YOU FILED TAXES) – If you complete this section do not complete Section 2 –	Parent Check one
<input type="checkbox"/>	I and/or my parents have used the IRS Data Retrieval Tool to retrieve and transfer the 2019 IRS income information into the student’s FAFSA.	<input type="checkbox"/>
<input type="checkbox"/>	I and/or my parents have not used the IRS Data Retrieval Tool when filing the FAFSA on the web. I have attached the 2019 IRS Federal Tax Return Transcripts to this worksheet. To request a Tax Return Transcript online or by mail from the Internal Revenue Service go online to www.irs.gov . Make sure to request the “IRS Tax Return Transcript”, not the “Tax Account Transcript”. There is also an Automated Telephone request that is also available to request a Tax Return Transcript at 1-800-908-9946. 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.	<input type="checkbox"/>
<input type="checkbox"/>	I and/or my parents are unable or choose not to use the IRS Data Retrieval Tool when filing the FAFSA on the web. I have attached a signed copy of the 2019 Federal Income Tax Return and applicable schedules . Verification cannot be completed until all tax return transcripts or all signed tax returns and applicable schedules have been received.	<input type="checkbox"/>

Student Check one	2. TAX RETURN NONFILERS (IF YOU DID NOT and WILL NOT FILE TAXES) – 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 2019. A non-filer statement from the IRS is required from the parent(s) if they did not file. Your parent must complete Parent Documentation Section below.	<input type="checkbox"/>			
	Parent Documentation Section				
	Provide documentation from the IRS or other relevant authority dated on or after October 1, 2020 that indicates a 2019 IRS Income tax return was not filed with the IRS or other relevant tax authority, or a signed statement certifying that you have attempted to obtain confirmation of nonfiling from the IRS or other relevant authority and was unable to obtain the required documentation. Check one option below:				
	Check here if confirmation of nonfiling or a signed statement is provided. Please submit confirmation of nonfiling document or signed statement with this worksheet. <input type="checkbox"/>				
	Check here if confirmation of nonfiling or a signed statement will be provided later. Verification cannot be completed until the nonfiling confirmation from the IRS or other relevant authority has been received. <input type="checkbox"/>				
<input type="checkbox"/>	Check here if you and/or your parent(s) were employed, but did not file, and were not required to file a 2019 Federal Income Tax Return. List the name of all employers and wages received in 2019 below. Copies of all 2019 IRS W2(s) forms issued to the parents by their employers or an equivalent is required. Attach a separate page if needed with the student’s name and ID number at the top.	<input type="checkbox"/>			
Student Employer (s)	Annual Amount Earned in 2019	IRS W-2 or an Equivalent Document Required	Parent Employer (s)	Annual Amount Earned in 2019	IRS W-2 or an Equivalent Document Required
		Yes			Yes
		Yes			Yes
		Yes			Yes
		Yes			Yes

D. General, Household and Tax Information 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. **Note: Typed signatures are not accepted.**

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

Print Student’s Name

Student’s ID Number

Student’s Signature (Required)

Date

Parent’s Signature (Required)

Date

F. High School Completion Status

Student's Last Name First Name M.I.

Athens State Student ID Number

Provide one of the following documents that indicate the student's high school completion status when the student will begin college in 2021–2022. Please indicate which item you have provided:

- A copy of the student's high school diploma.

- 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 a homeschooled 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.

- For students who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or similar document.

- If the student is unable to obtain the documentation listed above, please indicate here and contact the financial aid office.

G. Educational Purpose and High School Completion Certification and Signature

Each person signing below certifies that all of the information reported is complete and correct. **Note: Typed signatures are not accepted.**

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

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 in person or via the post. We cannot accept over fax or email. You should make a copy of this worksheet for your records.