

**2023-2024 Federal Verification Worksheet ▪
Independent Student**

Your 2023-2024 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called Federal Verification. Federal policy states that before awarding Federal Student Aid, we may ask you to confirm the information that you and your spouse reported on your FAFSA. **You and your spouse (if applicable) must complete and sign this form** and submit all required documents to Student Financial Aid. **Please complete this form in its entirety.** You may indicate “N/A” for items that are not applicable and/or “0” (zero) for fields that have no relevant value. If you have any questions, please contact our office as soon as possible. Student Financial Aid may need to collect further information as needed.

A. Student’s Information

Name (Last, First, Middle Initial)	Penn ID	
Address	Phone	Email

B. Household Information

Please list below the people in your parent(s) household. Include:

- (1) Yourself and your spouse, including children.
- (2) Other people if they now live with you and your spouse and provide **more than half of their support** and will continue to provide more than half of their support from July 1, 2023 to June 30, 2024.
- (3) Include the name of the College/University for any household members who will be enrolled at least half time in a degree or certificate program at any time between July 1, 2023 and June 30, 2024. **If more space is needed, attach a separate page.**

Full Name	Age	Relationship	College/University	Enrolled at least ½ time?
		<i>self</i>	<i>Univ. of Pennsylvania</i>	

c. Student's/Spouse's Information to be Verified (please read each box carefully)

STUDENT SECTION (Check one box only)		SPOUSE SECTION (Check one box only, if applicable)	
<input type="checkbox"/>	I have used the <i>IRS Data Retrieval Tool</i> to transfer my 2021 IRS income tax information into my FAFSA (www.fafsa.gov)	<input type="checkbox"/>	My spouse used the <i>IRS Data Retrieval Tool</i> to transfer their 2021 IRS income tax information into my FAFSA (www.fafsa.gov)
<input type="checkbox"/>	I am unable to or will not use the <i>IRS Data Retrieval Tool</i> . I have previously submitted a <u>signed</u> * copy of my 2021 Tax Return with my Penn financial aid application or am submitting a <u>signed</u> * copy of my 2021 Tax Return or 2021 Tax Return Transcript now.	<input type="checkbox"/>	My spouse filed a separate tax return is unable to or will not use the <i>IRS Data Retrieval Tool</i> . I am submitting a <u>signed</u> * copy of their 2021 Tax Return or am submitting a copy of their 2021 Tax Return Transcript now.
<input type="checkbox"/>	I filed an amended tax return, and I have attached a <u>signed</u> * copy of my 2021 IRS Form 1040X "Amended U.S. Individual Income Tax Return" that was filed, along with my <u>signed</u> * 2021 Tax Return or 2021 Tax Return Transcript .	<input type="checkbox"/>	My spouse filed a separate tax return and have since amended it. I have attached a <u>signed</u> * copy of their 2021 IRS Form 1040X "Amended U.S. Individual Income Tax Return" that was filed and a copy of their <u>signed</u> * 2021 Tax Return or 2021 Tax Return Transcript .
<input type="checkbox"/>	I was not employed in 2021 and did not file a 2021 Federal Tax Return. I have attached a copy of my IRS Verification of Non-Filing Letter for 2021 (check Box 7).	<input type="checkbox"/>	My spouse was not employed in 2021 and did not file a 2021 Federal Tax Return. I have attached a copy of their IRS Verification of Non-Filing Letter for 2021 (check Box 7).
<input type="checkbox"/>	I was employed in 2021, but was <u>not required</u> to file a 2021 Tax Return. I have attached copies of my 2021 W-2's**. <i>Please complete section D to show all sources of 2021 income.</i>	<input type="checkbox"/>	My spouse was employed in 2021, but was not required to file a 2021 tax return. I have attached copies of their 2021 W-2's** and a copy of the IRS Verification of Non-Filing Letter for 2021 (check Box 7). <i>Please complete section D to show all sources of 2021 income.</i>

*If a copy of your 2021 amended tax return is used, the filer (or at least one of the filers of a joint return) must sign it or the tax preparer must provide his or her name and SSN, EIN, or PTIN.

**If your 2021 W-2's are NOT AVAILABLE, please obtain and submit the [2021 Wage and Income Transcript](#) from the IRS (check Box 8).

D. Non Tax Filer Sources of Income for 2021 (if you filed a 2021 Federal Tax Return, please skip this section):

Student Employer	Amount	Spouse Employer	Amount

E. Certification and Signature

By signing below, you certify that the information reported is complete and correct. The student and one parent must sign and date.

Student's Signature (Required)

Date

Spouse's Signature (Required, if applicable)

Date

NOTICE: Reporting false information violates federal policy.