

## 2022-2023 V1 Standard Verification - Independent

Student's Last Name	First Name	M.I.	Student's Identification (ID) Number
Student's Street Address (include apt. no.)			Student's Date of Birth
City State Zip Code			Student's Email Address

### Number of Household Members and Number in College

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

- The student.
- The student's spouse, if the student is married.
- The student's or spouse's children if the student or spouse will provide more than half of their support from July 1, 2022, through June 30, 2023, even if the children do not live with the student.
- Other people if they now live with the student and the student or spouse provides more than half of their support and will continue to provide more than half of their support through June 30, 2023.

For any household member who 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, 2022, and June 30, 2023, include the name of the college.

If more space is needed, provide a separate page that includes the student's name and ID number at the top.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time (YES or NO)
		<i>Self</i>	Jacksonville 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.

## Verification of 2020 Income Information for Student

Complete part A if you filed a 2020 tax return; complete part B if you did not file a tax return.

### A. Tax Return Filers

**Important Note: Important Note:** The instructions below apply to the student and spouse, if the student is married. Notify the financial aid office if the student or spouse filed separate IRS income tax returns for 2020 or had a change in marital status after the end of the 2021 tax year on December 31, 2021.

**Instructions:** Complete this section if the student and spouse filed a 2020 IRS income tax return(s). *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web at [FAFSA.gov](https://fafsa.gov).* In most cases, no further documentation is needed to verify 2020 income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed. DRT is not available if married filing separately, if filing a foreign income tax return, or if filing an amended tax return. Contact the financial aid office if more information is needed about using the IRS DRT.

**Check the box that applies:**

- The student (and spouse) have used the IRS DRT in *FAFSA on the Web* to transfer 2020 IRS income tax return information into the student's FAFSA.
- The student (and spouse) have provided the school a **2020 IRS Tax Return Transcript(s)**.  
<http://www.irs.gov/Individuals/Get-Transcript>

If the student and spouse filed separate 2020 IRS income tax returns, the IRS DRT cannot be used and a **2020 IRS Tax Return Transcripts** must be provided for both.

A **2020 IRS Tax Return Transcript** may be obtained through:

- Get Transcript by MAIL – Go to [www.irs.gov](http://www.irs.gov), under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."
- Automated Telephone Request – 1-800-908-9946
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T

In most cases, for electronic tax return filers, 2020 IRS income tax return information is available for the IRS DRT or the IRS Tax Return Transcript within 2–3 weeks after the 2020 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2020 paper IRS income tax returns, the 2020 IRS income tax return information is available for the IRS DRT or the IRS Tax Return Transcript within 6–8 weeks after the 2020 paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about using the IRS DRT or obtaining an IRS Tax Return Transcript.

### B. Non-filers

The instructions and certifications below apply to the student and spouse. Complete this section if the student will not file and is not required to file a 2020 income tax return with the IRS.

Note: If amount earned from work is greater than \$12,400 if single, \$24,800 if married under 65, or \$24,800 if widow(er) with a dependent child then you are required to file and must submit an IRS Tax Return Transcript or use the IRS Data Retrieval link in your FAFSA. For more information on tax filing requirements, visit [www.irs.gov/publications/p17/](http://www.irs.gov/publications/p17/).

**Check the box that applies:**

- The student (and/or spouse) was not employed and had no income earned from work in 2020.
- The student (and/or spouse) was employed in 2020 and has listed below the names of all employers, the amount earned from each employer in 2020, and whether an IRS W-2 form is provided. [Provide copies of all 2020 IRS W-2 forms issued to the student by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

If more space is needed, provide a separate page with the student’s name and ID number at the top.

Employer’s Name	2020 Amount Earned	IRS W-2 Provided?
<i>Suzy’s Auto Body Shop (example)</i>	<i>\$2,000</i>	<i>Yes</i>

Individuals selected for verification that did not file a 2020 IRS income tax return are required to obtain a “Verification of Nonfiling” letter from the IRS. The request for “Verification of Nonfiling” can be obtained online at [www.IRS.gov](http://www.IRS.gov):

1. Click on the “Get Transcript of Your Tax Records” link.
2. Select “Verification of Nonfiling Letter” and follow instructions.

Or you may use IRS Form 4506-T and check box 7 (Form 4506-T must be mailed directly to the IRS).

Please note, a taxpayer may fail to file a tax return even though there is a filing requirement; the verification letter does *not* address whether or not the taxpayer should have filed a tax return.

- Check here if confirmation of nonfiling is provided.

**Certifications and Signatures**

Each person signing below certifies that all of the information reported is complete and correct.

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

\_\_\_\_\_  
Print Student’s Name

\_\_\_\_\_  
Student’s ID Number

\_\_\_\_\_  
Student’s Signature (required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse’s Signature (if applicable)

\_\_\_\_\_  
Date

Save the completed form and return as an email attachment to the appropriate financial aid counselor listed below:

**Undergraduate students (Divided by last names)**

- Students Last Names A – E  
Sherry Steelman [sbrugge@ju.edu](mailto:sbrugge@ju.edu)
- Students Last Names F – L  
Tara (Souders) Torres [lsouder@ju.edu](mailto:lsouder@ju.edu)
- Students Last Names M – Q  
Brooke Denslow [bsellar@ju.edu](mailto:bsellar@ju.edu)
- Students Last Names R – Z  
Misty Pippin [mpippin1@ju.edu](mailto:mpippin1@ju.edu)

**Graduate students:**

- MSLD and OTD programs - Brooke Denslow([bsellar@ju.edu](mailto:bsellar@ju.edu))
- All other graduate programs – Melissa Mack ([mmack@ju.edu](mailto:mmack@ju.edu))