



2018-2019 Dependent Verification Worksheet
V5- Dependent Student

Instructions:

1. Complete all sections of this worksheet in full.
2. Please return all documents requested using one of the following methods:
 - Drop off in Chapel Hall, G-02
 - Mail to: Gallaudet University Office of Financial Aid
800 Florida Avenue NE
Washington DC 20002 (Must be Notarized if mailed)
3. Contact Gallaudet Financial Aid (202)- 651-5290 (voice) or (202) - 559-1455 (VP) if you have questions

Section 1: Student's Information

Student's Name: (last, first, middle initial)	
Student's Street Address: (include apt #)	Student's Gallaudet ID:
City, State, Zip Code:	Student's Date of Birth:
Student's Phone Number: (include area code)	Student's Email Address:

Section 2: Household Information

List below people in your parents' household and people that your parent(s) provide support to between July 1, 2018 and June 30, 2019 including:

- Yourself
- Your parent(s) who completed the 2018-19 FAFSA. If the parent who completed the FAFSA has remarried, include your stepparent.
- Your parent's and stepparent's other children, if your parent provides more than half of their support, or if they would be required to provide parental information when completing the 2018-19 FAFSA.
- Other people if they now live 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, 2019.

For name of college: Include the name of the college for any household member, excluding your parent(s) who will be enrolled at least half-time in a degree or certificate program at a postsecondary institution during the 2018-19 academic year. Do not include the name of a college for a sibling enrolled in a postsecondary program through high school.

Full Name:	Age:	Relationship to the Student: (Parent, Sibling, Stepparent)	Name of Current College: (if enrolled at least half-time)	Grade Level in College (2018-2019)

Section 3: Student’s Tax Filing Status and Income Information

Have you or will you be required to file a 2016 Federal Tax Return? (Check appropriate boxes below)

- Yes** I have filed a 2016 Federal Tax Return
- No** I have not filed and I am **not required** to file a 2016 Federal Tax Return
 - Complete the income table below and submit all W-2 forms
- I had no earnings in 2016

Employer/Income Source (Student)	Total Earned in 2016 (\$)

Section 4: Parents Tax Filing Status and Income Information

Have you (Parent) or will you be required to file a 2016 Federal Tax Return? (Check appropriate boxes below)

- Yes** I have filed a 2016 Federal Tax Return
- No** I have not filed and I am **not required** to file a 2016 Federal Tax Return
 - Order a verification of non-filing directly from the IRS using IRS forms 4506-T, <https://www.irs.gov/pub/irs-pdf/f4506t.pdf> Request Verification of non-filing from 1/01/16 - 12/31/16
 - Complete the income table below and submit all W-2 forms
- I had no earnings in 2016
 - Order a verification of non-filing directly from the IRS using IRS forms 4506-T, <https://www.irs.gov/pub/irs-pdf/f4506t.pdf> Request Verification of non-filing from 1/01/16 - 12/31/16

Employer/Income Source (Parent)	Total Earned in 2016 (\$)

Section 5: IRS Data Retrieval Information

Did you utilize the IRS Data Retrieval option when completing your 2018/19 FAFSA? *The 2016 Federal Tax Return must be electronically filed at least 3 weeks prior to using the Data Retrieval Tool*

- Yes** (skip to **Section 6: High School Completion Status**)
- No**
 - Login to your FAFSA and complete the IRS Data Retrieval Tool. This is the fastest, easiest and most secure method of providing your tax information OR
 - Order a 2016 Tax Return Transcript at irs.gov/Individuals/Get-Transcript.

Section 6: High School Completion Status

Provide **one** of the following documents that will indicate your high school completion status on the first day of class for the 2018-19 academic year:

- 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 passes a state authorized examination (GED test, HISET, TSAC, or other state-authorized examination) that the state recognizes as the equivalent of a high school diploma
- For students who completed secondary education in a foreign country, a copy of the “secondary school leaving certificate; or other similar document.
- An academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for full credit towards a bachelor’s degree.
- For a homeschooled student in a state where state law requires the student to obtain a secondary school completion credential for homeschool (other than a high diploma or its recognized equivalent), a copy of that credential.
- For a homeschooled student in a state where state law does not require the student to obtain a secondary school completion credential for homeschool (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.

Section 7: Signature

I certify that all of the information reported on this worksheet is complete and correct. I understand that if I purposely give false or misleading information, I could be fined, jailed, or both.

Student's Full Name:	Student's ID:	Signature:	Date:
Parent's Name):		Signature:	Date:

Note: If we have some reason to believe the information reported on this form is not accurate, we may require additional documentation.

Section 8: Statement of Educational Purpose (To Be Signed **IN PERSON AT THE INSTITUTION**)

The student must appear in person at Gallaudet University's Financial Aid Office to verify his or her identity by presenting a valid government-issued photo identification (ID), such as a driver's license, other state-issued ID, or passport. In addition, the student must sign, in the presence of the institutional official, the following:

Statement of Educational Purpose

I certify that I, _____, am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Gallaudet University for 2018-2019.

(Student's Signature) (Date) (Student's ID Number)

Office Use Only: <input type="checkbox"/> Student presented in office, Notary not necessary. Statement Received By: _____ Date: _____

If the student is unable to appear in person, this form must be notarized and mailed with a copy of a government issued ID listed above.

Notary's Certificate of Acknowledgement

State of _____

City/County of _____

On _____, before me, _____, (Date)

(Notary's name)

personally appeared, _____, and provided to me (Printed

name of signer)

on basis of satisfactory evidence of identification _____

(Type of government-issued photo ID provided)

to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal

(Notary signature) (Seal)

My commission expires on _____
(Date)