

**2023-2024 Verification  
Worksheet Dependent Student**
**Return to:**
**One-Stop Student Services**  
 Memorial Union Room 302  
 2901 University Ave Stop 7155  
 Grand Forks, ND 58202-7155

 Secure document upload:  
[Verification Document Upload Form](#)
**A. Student Information**

Last Name	First Name	MI	Student ID
Date of Birth	Telephone Number	E-Mail Address	@und.edu
Parent E-Mail Address	Parent Telephone Number		

**All sections must be complete for processing.  
Financial aid cannot be accepted or disbursed until verification is complete.**

**B. Household Information**

Instructions:

- Line 1: List yourself, even if you do not live with your parent(s)
- Lines 2 & 3: List parent(s)/stepparent(s)
- Lines 4-7: List your parents' other children **only if your parents will provide more than half of their support between July 1, 2023 and June 30, 2024, even if not living together.**
- List other people **who live with your parents and your parents will continue to provide more than half of their support between July 1, 2023 and June 30, 2024.**

What is your Parent(s) marital status as of today?:

 Never Married  
  Married/Remarried  
  Unmarried parent living together  
  Widowed  
  Separated  
  Divorced

Date married, separated, remarried or divorced: \_\_\_\_\_

Full Name of Those in Household	Age	Relationship to Student (brother/sister, step-sibling, other)		Name of College	Will be enrolled at least half-time (Yes or No)
1.		Self	-----	University of North Dakota	
2.		Parent 1	-----	N/A	
3.		Parent 2/Stepparent (if living in the same home)	-----	N/A	
			<b>Indicate if PARENT provides more than half of the support for this person</b>		
4.			<input type="checkbox"/> Yes <input type="checkbox"/> No		
5.			<input type="checkbox"/> Yes <input type="checkbox"/> No		
6.			<input type="checkbox"/> Yes <input type="checkbox"/> No		

If you need more space, attach a separate page.

**C. 2021 Tax Return Information—Please select the appropriate responses.**

Student Filing Status (Select only one)

- I filed my 2021 Federal Tax Return and successfully used the IRS Data Retrieval Tool via the FAFSA.
- I filed my 2021 Federal Tax Return and chose not to or I am unable to use the IRS Data Retrieval Tool. Submit:
  - 2021 Federal Tax Return (signed) AND all applicable Schedules (1-3) **or** IRS Tax Return Transcript\*
- I amended my 2021 Federal Tax Return. Submit:
  - 2021 Federal Tax Return (signed) AND all applicable schedules (1-3) **or** IRS Tax Return Transcript\*
  - 2021 IRS Form 1040X (signed)
- I will, but have yet to complete my 2021 Federal Tax Return.
- I will not and I am not required to file. I was not employed and earned no income from work in 2021.
- I will not and I am not required to file. In 2021, I earned \$\_\_\_\_\_ from the source(s) listed below:

Employer's Name	Issued W-2?
	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Attach all W-2s issued to you in 2021 if not required to file.**

Did you earn Federal Work Study Funds in 2021?

- Yes  No

If yes, total amount earned in 2021? \_\_\_\_\_

At what college/university? \_\_\_\_\_

Attach 2021 W2 for Federal Work Study

Parents(s) Filing Status (Select only one)

- My Parent(s) filed their 2021 Federal Tax Return and successfully used the IRS Data Retrieval Tool via the FAFSA
- My Parent(s) filed their 2021 Federal Tax Return and chose not to or were not able to use the IRS Data Retrieval Tool. Submit:
  - Parent(s) 2021 Federal Tax Return (signed) AND all applicable Schedules (1-3) **or** IRS Tax Return Transcript\*
  - If Parents filed a joint return, submit all 2021 W-2s, Schedule C(s) Business Income, Schedule F(s) Farm Income, if applicable
- My Parent(s) amended their 2021 Federal Tax Return Submit:
  - 2021 Federal Tax Return (signed) AND all applicable Schedules (1-3) **or** IRS Tax Return Transcript\*
  - 2021 IRS Form 1040X (signed)
  - If filed jointly, all 2021 W-2s, Schedule C(s), F(s), if applicable
- My Parent(s) will, but have yet to file their 2021 Federal Tax Return.
- My Parent(s) will not and are not required to file. They were not employed and earned no income from work in 2021. Request a Non-filing letter from the IRS dated on or after 10-1-2022.\*
- My Parent(s) will not and are not required to file in 2021, they earned \$\_\_\_\_\_ from the source(s) listed below: Request a Non-filing letter from the IRS dated on or after 10-1-2022.\*

Employer's Name	Issued W-2?
	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Attach all W-2s issued to your Parent(s) in 2021 if not required to file.**

\*Tax Return Transcripts or Non-Filing Letter can be requested at [www.irs.gov](http://www.irs.gov)>Get Your Tax Record>Get Transcript Online

\*Tax Return Transcripts can be requested by mail at [www.irs.gov](http://www.irs.gov)>Get Your Tax Record>Get Transcript by Mail, or by calling 1-800-908-9946

**D. Sign this Worksheet**

By signing this worksheet, we certify that all the information reported on this worksheet is complete and correct.

**At least one parent must sign.**

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Parent: \_\_\_\_\_ Date: \_\_\_\_\_

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