



Revised: 5/12/21

Office of Student Financial Aid & Scholarships

V-1 Dependent Verification Worksheet

2021-2022

OFFICE USE ONLY

Student Name: _____ NSHE ID: _____
Date of Birth: _____ Phone Number: _____
E-mail Address: _____

SECTION 1: PARENT HOUSEHOLD INFORMATION

Parent Information: Read the following to determine what parent information you must provide in the boxes below.

- If your parents are **married and not separated**, you must provide information for both parents on the FAFSA.
- If your parents are **not married to each other and live together**, you must provide information for both parents on the FAFSA, *even if they were never married, are divorced, or are separated*.
- If your parents are **separated or divorced and do not live together, and you lived with one parent more than the other over the past 12 months**, you must *report information on the FAFSA for the parent you lived with more*. If the parent you lived with more has remarried, **you must also report information for your stepparent on the FAFSA**.
- If your parents are **separated or divorced and do not live together, and you lived with both parents equally**, you must *report information on the FAFSA for the parent who provided more financial support over the past 12 months or in the last year you received support*. **If the parent that provided more financial support has remarried, you must also report information for your stepparent on the FAFSA.**

Parent 1, Full Name:	Date of Birth:
Parent 2, Full Name (if applicable):	Date of Birth:

Other Household Members: Read the following to determine what information you must provide in the boxes below. Other persons do not necessarily have to have been claimed on taxes to be considered a part of the household.

- Provide the information requested below for your parent(s)' children (not yourself) if your parent will provide *more than half of their support* between July 1, 2021 and June 30, 2022.
- Provide the information requested below for other people if they *currently live with your parent(s)*, your parent provides *more than half of their support*, and your parent will *continue to provide more than half of their support* between July 1, 2021 and June 30, 2022.

According to criteria **a** and/or **b** above, are there other household members to include? ☐ Yes ☐ No

If yes, complete a box below for each person.

1. Full Name:	2. Full Name:	3. Full Name:
Age:	Age:	Age:
Relationship to student:	Relationship to student:	Relationship to student:
Is this person enrolled in college? ☐ Yes ☐ No	Is this person enrolled in college? ☐ Yes ☐ No	Is this person enrolled in college? ☐ Yes ☐ No
If this person is enrolled in college, are they enrolled at least half-time? ☐ Yes ☐ No/NA	If this person is enrolled in college, are they enrolled at least half-time? ☐ Yes ☐ No/NA	If this person is enrolled in college, are they enrolled at least half-time? ☐ Yes ☐ No/NA
College:	College:	College:
School Code:	School Code:	School Code:

Are there more than three other household members to include? ☐ Yes ☐ No/NA

If yes, attach a separate page with all information above for each additional person.

CONTACT US

Phone: 775-784-4666 Fax: 775-784-1025 E-mail: finaid@unr.edu Location: 3rd Floor, Fitzgerald Student Services Bldg.



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SECTION 2: TAX FILING STATUS

STUDENT, select one of the following:

☐ **A.** I have already used the IRS Data Retrieval Tool (DRT) on the FAFSA to transfer 2019 IRS income tax return information onto the FAFSA.

☐ **B.** I am providing my **official 2019 IRS Tax Return Transcript**.

☐ **C.** I am providing a **SIGNED copy of my 2019 IRS Form 1040 and all applicable schedules**, which may include Schedule 1, Schedule 2, Schedule 3, Schedule C, and/or Schedule K. One or more schedules may not be applicable but must be provided if available.

☐ **D.** I amended my 2019 taxes. I am providing the **tax documentation listed in option B or C above and a SIGNED copy of my 2019 IRS Form 1040X** that was filed with the IRS.

☐ **E.** I was employed in 2019 and was not required to file a 2019 Federal Tax Return. **I have listed all employers and wages earned** in the spaces provided below, even if the employer(s) did not issue a W2. This includes wages not reported to the IRS. I have attached **all 2019 W2s**.

Employer Name(s): _____

Wages Earned: _____

☐ **F.** I was not employed in 2019 and was not required to file a 2019 Federal Tax Return.

PARENT(S), select one of the following:

☐ **A.** I have already used the IRS Data Retrieval Tool (DRT) on the FAFSA to transfer 2019 IRS income tax return information onto the FAFSA.

☐ **B.** I am providing my **official 2019 IRS Tax Return Transcript**.

☐ **C.** I am providing a **SIGNED copy of my 2019 IRS Form 1040 and all applicable schedules**, which may include Schedule 1, Schedule 2, Schedule 3, Schedule C, and/or Schedule K. One or more schedules may not be applicable but must be provided if available.

☐ **D.** I amended my 2019 taxes. I am providing the **tax documentation listed in option B or C above and a SIGNED copy of my 2019 IRS Form 1040X** that was filed with the IRS.

☐ **E.** I was employed in 2019 and was not required to file a 2019 Federal Tax Return. **I have listed all employers and wages earned** in the spaces provided below, even if the employer(s) did not issue a W2. This includes wages not reported to the IRS. I have attached **all 2019 W2s and a verification of non-filing (VNF) letter** from the IRS dated on or after October 1st, 2020. *(To obtain non-filing documentation, use IRS Form 4506-T, option 7.)*

Employer Name(s): _____

Wages Earned: _____

☐ **F.** I was not employed in 2019 and was not required to file a 2019 Federal Tax Return. I have attached a **verification of non-filing (VNF) letter** from the IRS dated on or after October 1st, 2020. *(To obtain non-filing documentation, use IRS Form 4506-T, option 7.)*

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SECTION 3: ROLLOVERS

Answer the following questions. If your answer for any of the questions is "Yes," provide a copy of your 1099-R.

1. **STUDENT**, if your 2019 1040 lists an amount for IRAs, pensions, and annuities (line 4a and/or 4c), is this a **ROLLOVER** amount?

☐ Yes ☐ No/NA

2. **PARENT(S)**, if your 2019 1040 lists an amount for IRA, pensions, and annuities (line 4a and/or 4c), is this a **ROLLOVER** amount?

☐ Yes ☐ No/NA

SECTION 4: CERTIFICATION

By signing this worksheet, we certify that we have read through **ALL** information and **ALL** instructions on this form and have followed instructions to the best of our ability. We further certify that all information reported on this worksheet is complete and correct, and understand that verification will not be processed if any section has been left blank.

Signing for someone else is fraud, even with their permission.

Student Signature (required): _____ **Date:** _____

Parent Signature (required): _____ **Date:** _____

Did you remember to:

1. **Answer every question?**
2. **Double-check for accuracy?**
3. **Sign and date in Section 4 (you AND your parents)?**

You may submit this form and all required documentation by:

- a. **DocuSign** (once your forms are completed, they will automatically be sent to our office)
- b. **Email:** finaid@unr.edu
- c. **Fax:** 775-784-1025
- d. **In-person drop-off:** 3rd Floor, Fitzgerald Student Services Building
- e. **Mail:** Office of Student Financial Aid & Scholarships
Mail Stop 0076
University of Nevada, Reno
Reno, NV 89557

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