HOUGHTON UNIVERSITY

VERIFICATION WORKSHEET
INDEPENDENT STUDENT
2027-2028

Please return to: **Student Financial Services Office**
Houghton University | One Willard Avenue | Houghton, NY 14744

Your 2027-2028 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. Federal law states that before awarding federal student aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, the financial aid administrator at your school will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete, sign, and submit this worksheet and any other required documents to the financial aid office. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

A. STUDENT INFORMATION

Student's Last Name:_____ First Name:_____ Student ID: _____ DOB:_____

Street Address:_____ City:_____ State:_____ ZIP:_____

Home Phone Number: _____ Cell Phone Number:_____ Email:_____

B. FAMILY INFORMATION

List the people in your household, including:

- The student.
- The student's spouse, if applicable.
- The student's dependent children if the following are true:
  - They live with the student (or live apart because of university enrollment);
  - They receive more than half of their support from the student; and
  - They will continue to receive more than half their support from the student during the award year.

- Other persons if the following are true:
  - They live with the student;
  - They receive more than half of their support from the student; and
  - They will continue to receive more than half their support from the student during the award year.

The provided criteria for "dependent children" or "other persons" align with the requirement that family size align with whom the student could claim as a dependent on a U.S. tax return if the student were to file a U.S tax return at the time of completing the 2027-2028 FAFSA. As a result, the student should not include any unborn children in the family size.

Full Name	Age	Relationship	University	Will be enrolled at least half time
Missy Jones (example)	26	Wife	Central University	Yes
		Self		

C. STUDENT'S TAX FORMS AND INCOME INFORMATION

Check the box that applies:

- ❑ I, the student, **filed 2025 taxes and have used the IRS Data Retrieval Too**l to retrieve and transfer my (and, if married, my spouse's) 2025 IRS income information into my FAFSA.
- ❑ I, the student, **filed 2025 taxes and have not yet used the IRS Data Retrieval Tool**, but **will use** the tool to retrieve and transfer my (and, if married, my spouse's) 2025 IRS income information into my FAFSA (see enclosure).
- ❑ I, the student, **filed 2025 taxes and have attached** a copy of the *signed* 2025 IRS Tax Return.
- ❑ I, the student, **filed 2025 taxes and have requested** a 2025 IRS return transcript directly from the IRS (see enclosure).
- ❑ I, the student (and, if married, my spouse), **was not employed and had no income earned from work in 2025**, and am providing **IRS Proof of Non-filing** (see enclosure).
- ❑ I, the student (and, if married, my spouse) **was employed in 2025, but not required to file taxes**. List below the names of all your (and your spouse's) employers, and the amount earned from each employer in 2025. Attach copies of all 2025 IRS W-2 forms issued by employers. If you did not receive a W-2, please attach a signed explanation. **Provide IRS Proof of Non-filing** (see enclosure).

Complete this section only if you did NOT file taxes.

Employer's Name	2025 Amount Earned
Joe's Auto Body Shop (example)	$2000.00

D. CERTIFICATION AND SIGNATURE

Certification and Signature

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

Print Student's Name	Student's ID Number
Student's Signature (Required)	Date
Spouse's Signature (Optional)	Date

WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both.