

2023-2024 Verification Worksheet

Your 2023-2024 Free Application for Federal Student Aid (FAFSA) has been selected for review through the verification process. In order to ensure the accuracy of your financial aid eligibility and awards, Student Financial Services will compare the information provided on your FAFSA with the information provided below and other documentation that you may be required to submit. Student Financial Services may make electronic corrections to your FAFSA as a result of the verification process, which may result in changes to your final financial aid eligibility and awards.

A. Student Information

Student Name	SAIC ID Number
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Phone	Email
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B. Household Size and Number in College

DEPENDENT Students: List the people in your parents' household, including:

- Yourself
- Your parent(s) (including a stepparent) even if you do not live with your parent(s)
- Your parents' other children if your parent(s) will provide more than half of their support from July 1, 2023 through June 30, 2024
- Other people if they now live with your parent(s) and your parent(s) will provide more than half of their support and will continue to provide more than half of their support through June 30, 2024

INDEPENDENT Students: List the people in your household, including:

- Yourself
- Your spouse, if you are married
- Your children, if any, if you will provide more than half of their support from July 1, 2023 through June 30, 2024
- Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2024

Also include the name of the college or university for any household member who will be enrolled, at least half-time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2023 and June 30, 2024. Do not include your parent(s).

Name of Each Household Member	Age	Relationship to Student	College or University that Each Household Member Attends (if applicable)	Will be Enrolled at Least Half-Time? (Yes/No)
		Self	School of the Art Institute of Chicago	

Student Name	SAIC ID Number

C. 2021 Student/Spouse Income Information

Tax Filers

One of the boxes must be checked

Complete this section if you and your spouse (if married) **have filed or will file** a 2021 IRS income tax return(s). **Verify your income by using the IRS Data Retrieval Tool (IRS DRT), available as part of the FAFSA at FAFSA.gov. Using the IRS DRT may considerably reduce the time it takes to complete verification. To use the IRS DRT successfully, the transferred information must not be changed.**

- ☐ I and my spouse (if married) have used the IRS Data Retrieval Tool in the FAFSA on the Web to transfer 2021 IRS income tax return information into my FAFSA.
- ☐ I and my spouse (if married) are unable or choose not to use the IRS Data Retrieval Tool in the FAFSA on the Web to transfer 2021 IRS income tax return information into my FAFSA and will provide a copy of my(our) 2021 IRS Tax Return Transcript(s).
 - ☐ The 2021 IRS Tax Return Transcript(s) is (are) included with this worksheet.
 - ☐ The 2021 IRS Tax Return Transcript(s) will be provided later.

A 2021 IRS Tax Return Transcript may be obtained through:

- *Online Request* – Visit [IRS.gov](https://www.irs.gov) and click “Get My Tax Record” and then “Get Transcript Online”
- *Paper Request* – IRS Form 4506T-EZ or IRS Form 4506-T

Non-Filers

Complete this section if you and your spouse (if married) **did not and are not required to file** a 2021 IRS income tax return. **Independent students will need to provide a “Verification of Non-filing Letter” from the IRS. Students with income information will need to provide W-2s and/or other proof of income.**

- **Employment Status:**
 - ☐ Neither I nor my spouse (if married) were employed and had no income from work in 2021.
 - ☐ Either I or my spouse (if married) were employed in 2021 and have listed below the names of all employers and the amount earned from each employer in 2021.
- **Verification of Non-filing (Independent Students Only):**
 - ☐ The 2021 IRS Verification of Non-filing Letter(s) is (are) included with this worksheet.
 - ☐ The 2021 IRS Verification of Non-filing Letter(s) is (are) will be provided later.

A 2021 IRS Verification of Non-filing Letter may be obtained through:

- *Online Request* – Visit [IRS.gov](https://www.irs.gov) and click “Get My Tax Record” and then “Get Transcript Online”
- *Paper Request* – IRS Form 4506-T

Name of Individual	Name of Employer	2021 Earnings

Student Name	SAIC ID Number

D. 2021 Parent Income Information (For Dependent students only)

Tax Filers

One of the boxes must be checked

Complete this section if your parent(s) **have filed or will file** a 2021 IRS income tax return(s).

Verify your income by using the IRS Data Retrieval Tool (IRS DRT), available as part of the FAFSA at FAFSA.gov. Using the IRS DRT may considerably reduce the time it takes to complete verification. To use the IRS DRT successfully, the transferred information must not be changed.

- ☐ My parent(s) have used the IRS Data Retrieval Tool in the FAFSA on the Web to transfer 2021 IRS income tax return information into my FAFSA.
- ☐ My parent(s) are unable or choose not to use the IRS Data Retrieval Tool in the *FAFSA on the Web* to transfer 2021 IRS income tax return information into my FAFSA and will provide a copy of my(our) 2021 IRS Tax Return Transcript(s).
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Non-Filers

Complete this section if your parent(s) **did not and are not required to file** a 2021 IRS income tax return. **Parent(s) will need to provide a “Verification of Non-filing Letter” from the IRS. Parent(s) with income information will need to provide W-2s and/or other proof of income.**

- **Employment Status:** My parent(s) was/were not employed and had no income from work in 2021.
 - ☐ The 2021 IRS Verification of Non-filing Letter(s) is (are) included with this worksheet.
 - ☐ The 2021 IRS Verification of Non-filing Letter(s) is (are) will be provided later.
- **Verification of Non-filing:** My parent(s) was/were employed in 2021 and have listed below the names of all employers and the amount earned from each employer in 2021.
 - ☐ The 2021 IRS Verification of Non-filing Letter(s) is (are) included with this worksheet.
 - ☐ The 2021 IRS Verification of Non-filing Letter(s) is (are) will be provided later.

A 2021 IRS Verification of Non-filing Letter may be obtained through:

- *Online Request* – Visit [IRS.gov](https://www.irs.gov) and click “Get My Tax Record” and then “Get Transcript Online”
- *Paper Request* – IRS Form 4506-T

Name of Individual	Name of Employer	2021 Earnings

