



2023-2024 DEPENDENT STUDENT
VERIFICATION WORKSHEET
(2324DV)

Student Financial Aid
650 East Parkway South
Memphis, TN 38104
Main: 901.321.3305
Fax: 901.321.3227
Email: finaid@cbu.edu

INSTRUCTIONS:

Your FAFSA was selected by the U.S. Department of Education for a review process called "Verification." Verification must be completed before your financial aid can be finalized and before any federal aid may be credited to your student account. If there are differences between your FAFSA and this information, we will update your FAFSA, recalculate your aid eligibility, and process a revised financial aid package. Please complete ALL sections of this worksheet, attach requested documentation, and sign and return to the CBU Financial Aid Office. Verification cannot be completed until all requested documents are received and reviewed.

A. Student Information

Student Name: CBU ID Number:

SSN: (last four):XXX-XX- Date of Birth:

Permanent Address:

City/State/Zip: Phone:

B. Household Information

List the names, ages, and relationship to the student for all persons in your parent's household including:

- Yourself
• Your parents – including a stepparent, if married (even if you don't live with them)
• Your parents other dependent children if they would be required to provide parental information on their own 2023-2024 FAFSA.
• Other people in the home, if your parents provide more than half of their support and will provide more than half of their support from July 1, 2023 through June 30, 2024 (additional documentation may be requested)
• Also, write the name of the college for any household member who will be enrolled in a degree or certification program at least half-time between July 1, 2023 and June 30, 2024, excluding your parent (s). If you need more space attach a separate page.

Table with 4 columns: Full Name, Age, Relationship to Student, College. Row 1: Self, CBU.

C. Student Tax Income Information

Did you file a Federal Income Tax Return for 2021? ___ Yes ___ No

Were you required to file a Federal Income Tax Return for 2021? ___ Yes ___ No

1. If you answered YES, you did file, check the circle that applies:

- I **have used** the IRS Data Retrieval Tool to transfer my **2021** IRS income information into FAFSA.
- I will submit my **2021 IRS tax return transcript(s)**: (You may obtain a free federal tax transcript by going to the IRS website at www.irs.gov/Individuals/Get-Transcript, or call the IRS transcript request line at 1-800-908-9946.)

2. If you answered NO, but worked in 2021, attach a photocopy of your **2021** W-2s and unemployment documents (if applicable).

Income Source	2021 Amount
a.	\$
b.	\$
c.	\$

D. Parent Tax/Income Information

Did your parent(s) file a Federal Income Tax Return for 2021? ___ Yes ___ No

Did your parent(s) file a joint 2021 Tax Return or separate 2021 Tax Returns? ___ Joint Return ___ Separate Returns

Were your parent(s) required to file a Federal Income Tax Return for 2021? ___ Yes ___ No

1. If you answered YES, they did file, check the circle that applies:

- They **have used** the IRS Data Retrieval Tool to transfer their **2021** IRS income information into my FAFSA.
- I will submit my parent(s) **2021 IRS tax return transcript(s)**: (You may obtain a free federal tax transcript by going to the IRS website at www.irs.gov/Individuals/Get-Transcript, or call the IRS transcript request line at 1-800-908-9946.)

2. If you answered NO, they did not file, please submit:

- A Verification of Non-Filing from the IRS. (This can be requested at www.irs.gov/Individuals/Get-Transcript using the “Get Transcript by Mail” option or by using IRS form 4506-T, selecting option 7. Please have the verification mailed to yourself so that you can add your CBU ID number before submitting it to our office.
- If your parent(s) worked in 2021, also attach a photocopy of their 2021 W-2s and unemployment documents (if applicable).

Source of Untaxed Income	2021 Amount
a.	\$
b.	\$
c.	\$

E. Certification

We hereby certify that all statements and information provided on the worksheet are true, complete, and correct to the best of our knowledge. If asked by authorized official, we agree to give proof of the information that we have given on this worksheet. We understand it is a federal crime to purposefully give false or misleading information on this worksheet, which may be subject to a fine, imprisonment, or both.

Student Signature: _____

Date: _____

Parent Signature: _____

Date: _____