Northwest University
Student Financial Services
PO Box 579
Kirkland, WA 98083-0579

2024-2025 Verification Worksheet – Independent Student

Complete this form only if you were deemed to be an independent student and were not required to provide parent information on your Free Application for Federal Student Aid (FAFSA).

Your FAFSA has been selected for review in a process called **verification**. We are required by law to compare the data provided in your FAFSA with the data provided on this form and any other documents requested by the Northwest University Student Financial Services Office. If there are differences between your FAFSA and the documents provided, corrections may be required.

Section A – Student Information

Last Name: _____ First Name: _____ NU Student ID: _____

Section B – Family Size

Starting with the 2024-2025 award year, **family size** is now aligned with whom the student could claim as a dependent on a U.S. federal tax return if the student were to file a U.S federal tax return.

In the table below, list the people in **your family size** including:

- **Yourself** (the student).
- **Your spouse** (if you are married).
- Your **dependent children** if all of the following are true:
  - They currently live with you (or live apart because of college enrollment); and
  - They currently receive more than half of their support from you and will continue to receive more than half their support from you during the award year (July 1, 2024 through June 30, 2025).
- **Other persons** if all of the following are true:
  - They currently live with you; and
  - They currently receive more than half of their support from you and will continue to receive more than half their support from you during the award year (July 1, 2024 through June 30, 2025).

Full Name	Age	Relationship
Example: Martha Jones	*44*	*Spouse*
		Self

(Continued on back)

Section C – Student Tax Information

Student *(check the single box that applies)*	**Instructions**
☐ Filed a 2022 Federal Tax Return.	Choose an option below to provide your tax return information: ☐ Import 2022 income and tax information directly from the IRS into the FAFSA form. ☐ Request a Tax Return Transcript from the IRS for the 2022 tax year at www.irs.gov/individuals/get-transcript. ☐ Submit a signed copy of your 2022 tax return and applicable schedules filed with the IRS.
☐ Earned $0 income in 2022 and were not required to file a 2022 Federal Tax Return.	No additional documentation needed (unless there appears to be conflicting information reported on the FAFSA).
☐ Earned income in 2022 but were not required to file a 2022 Federal Tax Return.* *Note: Additional documentation may be requested if there appears to be conflicting information reported on the FAFSA.*	Follow all steps below to provide the required information:* 1. Attach copies of **all** 2022 W-2 forms or equivalent documents. 2. List **all** 2022 income earned in the table below (include every source of income, even if no W-2 was issued).

Name of Employer	IRS W-2 or Equivalent Document Attached?	2022 Amount Earned*

If a **filing extension was granted by the IRS beyond the automatic six-months: You must also provide a copy of the **IRS's extension approval** and, if self-employed, certify the amount of Adjusted Gross Income and U.S. income tax paid for tax year 2022 in the table above.*

Section D – Spouse Tax Information *(if student is married)*

Spouse *(check the single box that applies)*	**Instructions**
☐ Filed a 2022 Federal Tax Return **jointly** with student (filing status "Married Filing Jointly").	Follow the instructions for option selected in **Section C** above.
☐ Filed a 2022 Federal Tax Return **separately** from student.	Choose an option below to provide your tax return information: ☐ Import 2022 income and tax information directly from the IRS into the FAFSA form. ☐ Request a Tax Return Transcript from the IRS for the 2022 tax year at www.irs.gov/individuals/get-transcript. ☐ Submit a signed copy of your 2022 tax return and applicable schedules filed with the IRS.
☐ Earned $0 income in 2022 and were not required to file a 2022 Federal Tax Return.	No additional documentation needed (unless there appears to be conflicting information reported on the FAFSA).
☐ Earned income in 2022 but were not required to file a 2022 Federal Tax Return.* *Note: Additional documentation may be requested if there appears to be conflicting information reported on the FAFSA.*	Follow all steps below to provide the required information:* 1. Attach copies of **all** 2022 W-2 forms or equivalent documents. 2. List **all** 2022 income earned in the table below (include every source of income, even if no W-2 was issued).

Name of Employer	IRS W-2 or Equivalent Document Attached?	2022 Amount Earned

If a **filing extension was granted by the IRS beyond the automatic six-months: You must also provide a copy of the **IRS's extension approval** and, if self-employed, certify the amount of Adjusted Gross Income and U.S. income tax paid for tax year 2022 in the table above.*

Section E – Signature(s)

By signing below, I (we) certify that all information reported on this form is complete and correct. **Verification documents must be submitted to Student Financial Services 14 days prior to student's last day of attendance. If not received by this deadline, financial aid will be forfeited.**

_____/_____ _____/_____

Student Signature *(required)* Date Spouse Signature *(optional; if married)* Date

This worksheet must be signed and dated; digital signatures not accepted