

# SOUTHEASTERN LOUISIANA UNIVERSITY

## 2018-19 Verification Worksheet - V1

### Independent

Office of Financial Aid  
SLU 10768  
Hammond, LA 70402

Phone: (985) 549-2244  
Fax: (985) 549-5077

#### What is Verification?

Your application was selected by the U.S. Department of Education for review in a process called "Verification". The Office of Financial Aid must compare information from your FAFSA with information you provide on this worksheet and other documents. If there are differences between your application information and the documents you submit, your application may need to be reprocessed. The Office of Financial Aid cannot make any federal financial aid payments available to you or process a student loan request until all verification requirements have been met.

#### What You Should Do:

- 1. It is strongly recommended that you select the IRS Data Retrieval option on your FAFSA.** The U.S. Department of Education no longer allows a preparer's copy of tax returns to satisfy the Verification requirement. You may order a **TAX RETURN TRANSCRIPT** from the Internal Revenue Service online at [www.irs.gov](http://www.irs.gov) by clicking under Tools "Get Transcript of Your Tax Records" or by **phone** at 1-800-908-9946. Obtain a **2016 Federal IRS Tax Return Transcript** for yourself and/or your spouse. Note: If you used the IRS Data Retrieval tool to transfer your IRS income data to your FAFSA, you may not have to submit the IRS Tax Return Transcript. Please refer to your missing information letter and/or your LEONet account - "To Do List".
2. Complete and sign this worksheet.
3. Submit the completed worksheet, tax return transcripts, and any other documents to the Office of Financial Aid.
4. After a financial aid representative reviews your information, you could be asked to submit additional documentation.

#### Student Information

|                |       |   |                                  |
|----------------|-------|---|----------------------------------|
| Student's Name |       | University ID (or Social Security Number) |                                  |
| Address        |       | Date of birth                             |                                  |
| City           | State | ZIP Code                                  | Phone Number (include area code) |

#### Student's Family Information

List below the people in your household, Include:

- Yourself and your spouse if you are married. (Do not include spouse if you are separated)
- Your children, if any, if you will provide more than half of their support from July 1, 2018 through June 30, 2019, or if the child would be required to provide your information if they were completing a FAFSA for 2018-19. Include children who meet either of these standards, even if they do not live with you.
- 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, 2019.

| Full Name | Age | Relationship to Student | College               | Enrolled at Least Half-Time (Yes or No) |
|-----------|-----|-------------------------|-----------------------|---|
|           |     | SELF                    | Southeastern LA Univ. |   |
|           |     |                         |                       |   |
|           |     |                         |                       |   |
|           |     |                         |                       |   |
|           |     |                         |                       |   |
|           |     |                         |                       |   |
|           |     |                         |                       |   |
|           |     |                         |                       |   |

## Students and/or Spouse's Tax and Financial Information

Check only one box below:

- IRS Data Retrieval Tool used when I submitted the FAFSA.
- IRS Tax Return Transcript(s) for student and/or spouse included with this form.
- Student and/or spouse have ordered an IRS Tax Return Transcript and will submit to school at a later date.
- Student and/or spouse were not employed and had no income earned from work in 2016.
- Student and/or spouse will not file and are not required to file a 2016 U.S. Income Tax Return. Complete chart below and attach W-2 forms (s) and/or 1099 and "Verification of Non-Filing Letter" from the IRS obtained at [www.irs.gov/individuals/get-transcript](http://www.irs.gov/individuals/get-transcript)

| Employer's Name | 2016 Amount Earned | W-2 and/or 1099 Attached (Yes or No) | "Verification of Non-Filing Letter" from IRS (Yes or No) |
|-----------------|--------------------|--------------------------------------|--|
|                 |                    |                                      |  |
|                 |                    |                                      |  |
|                 |                    |                                      |  |
|                 |                    |                                      |  |
|                 |                    |                                      |  |
|                 |                    |                                      |  |

## Certification and Signatures

I certify that all of the information reported on this worksheet is complete and correct. The student must sign and date this worksheet. If married, the spouse's signature is optional.

**Warning:** If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature (optional)

\_\_\_\_\_  
Date