

**2024-2025 Verification Worksheet  
Dependent Student**
**Return to:**
**One-Stop Student Services**  
 Memorial Union Room 302  
 2901 University Ave Stop 7155  
 Grand Forks, ND 58202-7155

 Secure document upload:  
[Verification Document Upload Form](#)
**A. Student Information**

Last Name	First Name	MI	Student ID
Date of Birth	Telephone Number	E-Mail Address	@und.edu
Parent E-Mail Address	Parent Telephone Number		

**All sections must be complete for processing.**  
**Financial aid cannot be accepted or disbursed until verification is complete.**

**B. Family Size**

- Instructions:
  - Line 1: List yourself, even if you do not live with your parent(s)
  - Lines 2&3: List parent(s)/stepparent(s): **List the parent who provided the majority of your support for the last 12 months, even if you did not live with them.**
  - Lines 4-7: List your parents' other children *only if your parents will provide more than half of their support between July 1, 2024 and June 30, 2025, even if not living together.*
  - List other people *who live with your parents and your parents will continue to provide more than half of their support between July 1, 2024 and June 30, 2025.*

What is your Parent(s) marital status as of today?:

 Never Married  
  Married/Remarried  
  Unmarried parent living together  
  Widowed  
  Separated  
  Divorced

Date married, separated, remarried or divorced: \_\_\_\_\_

Full Name of Those in Household	Age	Relationship to Student (brother/sister, step-sibling, other)	Indicate if PARENT provides more than half of the support for this person
1.		Self	-----
2.		Parent 1	-----
3.		Parent 2/Stepparent (if living in the same home)	-----
4.			<input type="checkbox"/> Yes <input type="checkbox"/> No
5.			<input type="checkbox"/> Yes <input type="checkbox"/> No
6.			<input type="checkbox"/> Yes <input type="checkbox"/> No
7.			<input type="checkbox"/> Yes <input type="checkbox"/> No

If you need more space, attach a separate page.

**C. 2022 Tax Return Information—Please select the appropriate responses.**

**Student Filing Status (Select only one)**

- I filed my 2022 Federal Tax Return.  
Submit:
- 2022 Federal Tax Return (signed) AND all applicable Schedules (1-3) or IRS Tax Return Transcript\*
- I will, but have yet to file their 2022 Federal Tax Return.  
Submit:
- A copy of the IRS's approval of an extension beyond the automatic six month extension for tax year 2022.
  - All W-2s issued to you in 2022.
  - A Signed Statement listing sources of any 2022 income and amount for each source.
- I will not and I am not required to file. I was not employed and earned no income from work in 2022.
- I will not and I am not required to file. In 2022, I

earned \$ \_\_\_\_\_ from the source(s) listed below:

Employer's Name	Issued W-2?
	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Attach all W-2s issued to you in 2022 if not required to file.</b>	

**Parents(s) Filing Status (Select only one)**

- My Parent(s) filed their 2022 Federal Tax Return.  
Submit:
- Parent(s) 2022 Federal Tax Return (signed) AND all applicable Schedules (1-3) or IRS Tax Return Transcript\*  
If Parents filed a joint return, submit all 2022 W-2s,
  - Schedule C(s) Business Income, Schedule F(s) Farm Income, if applicable
- My Parent(s) will, but have yet to file their 2022 Federal Tax Return.  
Submit:
- A copy of the IRS's approval of an extension beyond the automatic six month extension for tax year 2022.
  - All W-2s issued to you in 2022.
  - A Signed Statement listing sources of any 2022 income and amount for each source.
- My Parent(s) will not and are not required to file. They were not employed and earned no income from work in 2022.
- Request a Non-filing letter from the IRS dated on or after 10-1-2023.\*
- My Parent(s) will not and are not required to file in 2022, they earned \$ \_\_\_\_\_ from the source(s) listed below:
- Request a Non-filing letter from the IRS dated on or after 10-1-2023.\*

Employer's Name	Issued W-2?
	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Attach all W-2s issued to your Parent(s) in 2022 if not required to file.</b>	

\*Tax Return Transcripts or Non-Filing Letter can be requested at [www.irs.gov](http://www.irs.gov)>Get Your Tax Record>Get Transcript Online

\*Tax Return Transcripts can be requested by mail at [www.irs.gov](http://www.irs.gov)>Get Your Tax Record>Get Transcript by Mail, or by calling 1-800-908-9946

**D. Certifications and Signature**

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

\_\_\_\_\_  
Student's Signature (required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature (required)

\_\_\_\_\_  
Date

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