DAEMEN UNIVERSITY

FOR OFFICE USE ONLY
Student: _____
1st Notice _____
2nd Notice _____
3rd Notice _____

2027-2028 Verification Worksheet
Independent Student

Your 2027–2028 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. Federal law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information the financial aid administrator at your school will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

A. Independent Student's Information

_____ _____
Student's Last Name Student's First Name Student's M.I. Student's Social Security Number

_____ _____
Student's Street Address (include apt. no.) Student's Date of Birth

_____ _____
City State Zip Code Student's Email Address

_____ _____
Student's Home Phone Number (include area code) Student's Alternate or Cell Phone Number

B. Independent Student's Family Information

List below ALL of the people in your household. Include:

- Yourself.
- Your spouse, if you are married.
- Dependent children, if any, that you will provide more than half of their support from July 1, 2027, through June 30, 2028, or if the child would be required to provide your information if they were completing a FAFSA for 2027–2028. Include children even if they do not live with you due to temporary absences (such as college enrollment, military service, etc.).
- Other people that live with you and if you will provide more than half of their support from July 1, 2027 through June 30, 2028.

If more space is needed, attach a separate page with your name and Social Security Number at the top.

Full Name	Age	Relationship
		Self

C. Independent Student's Income Information to Be Verified

1. **TAX RETURN FILERS**—**Important Note:** If you (or your spouse, if married) filed, or will file, an amended 2025 IRS tax return, you must contact the Financial Aid Office before completing this section.

   Instructions: Complete this section if the student filed or will file a 2025 income tax return with the IRS. *As part of federal student aid eligibility, students are required to consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective. In most cases, no further documentation is needed to verify 2025 income information that was transferred into the student's FAFSA using income and tax information directly from the IRS.*

   If 2025 income tax return information for the student (and/or spouse) was not available or could not be used, the student (and/or spouse) must provide the institution with a 2025 IRS Tax Return Transcript(s) or a freshly signed copy of the 2025 federal income tax return and applicable schedules. To obtain an IRS tax return transcript, go to www.IRS.gov and click on the "Get Your Tax Record" link, or call 1-800-908-9946. Make sure to request the "IRS tax return transcript" and **NOT** the "IRS tax account transcript." You will need your Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when the 2025 IRS tax return was filed).

   ☐ The student provided consent and approval to share and import income and tax information from the IRS to the FAFSA form. Additional income and tax information for the student is not required.

   ☐ The student income and tax information did not fully transmit from the IRS to the FAFSA form. Additional income and tax information for the student (and/or spouse) is required.

   Check the box that applies:

   ☐ *Check here if the student's 2025 IRS tax return transcript or freshly signed 2025 federal tax return is attached to this worksheet.*

   ☐ *Check here if the student's 2025 IRS tax return transcript or freshly signed 2025 federal tax return will be submitted to the institution later. Verification cannot be completed until the IRS tax return transcript or tax return has been submitted to Daemen.*

If you choose to download your IRS tax return transcript as a PDF, you can upload the PDF file at daemen.edu/finaidupload
Signed copies of 2025 federal tax returns must be either mailed or delivered in person to the Financial Aid Office. Uploaded and scanned copies **will not be accepted.**

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2. **TAX RETURN NONFILERS**—Complete this section if you, the student (and, if married, your spouse), will not file and are not required to file a 2025 income tax return with the IRS.

   Check the box that applies:

   ☐ The student (and, if married, the student's spouse) **was not** employed and had no income earned from work in 2025.

   ☐ The student (and/or the student's spouse if married) **was** employed in 2025 and has listed below the names of all employers, the amount earned from each employer in 2025, and whether an IRS W-2 form is attached. Attach copies of all 2025 W-2 forms issued to you (and, if married, to your spouse) by employers. *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and SSN at the top*.

Employer's Name	2025 Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	*$2,000.00*	*Yes*

DO NOT COMPLETE IF YOU FILED TAXES

D. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. The student must sign 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

You should make a copy of this worksheet for your records.

Do not mail this worksheet to the U.S. Department of Education.

Submit this worksheet to the Financial Aid Office

Via US Mail:
Financial Aid Office
Daemen University
4380 Main Street
Amherst, NY 14226

In person:
Financial Aid Office, room 111 Duns Scotus building

Secure Upload:
daemen.edu/finaidupload
Please do not send sensitive documents through email.