



# 2018-19 Verification Worksheet

## (F9VERI) Federal Student Aid Programs

Independent

For Office Use:  
SA PA

Your application was selected for review in a process called "Verification." In this process, Marquette will compare information from your FAFSA with this worksheet and financial data you must submit. The law requires completion of Verification before awarding and/or disbursing federal aid. If there are differences between your FAFSA application and your verification documentation, electronic corrections to your FAFSA may be required. Contact Marquette Central at (414) 288-4000 if you have questions.

### INSTRUCTIONS

- Complete all sections of this worksheet in **full**.
- If you and your spouse (if married) have filed a 2016 Federal Income Tax Return with the IRS:  
Log on to [fafsa.gov](https://fafsa.gov) and use the IRS Data Retrieval Tool to transfer your 2016 tax information to your 2018-2019 FAFSA.  
For eligibility and instructions please go to: [mu.edu/mucentral/verify1819](https://mu.edu/mucentral/verify1819).
- If you or your spouse were not required to file a 2016 Federal Income Tax Return with the IRS:  
Attach a signed copy of your 2016 IRS Verification of Non-Filing Letter with the student name and MUID on it.  
For instructions please go to: [mu.edu/mucentral/nonfile1819](https://mu.edu/mucentral/nonfile1819).
- Requested documents **must** be submitted within **30 days** of the initial request to be considered for all available financial aid.
- Please return all documents requested to our office via fax to (414) 288-1718, or mail to Zilber Hall, Suite 121, OSFA, P.O. Box 1881, Milwaukee, WI 53201-1881.

**NOTE:** Due to imaging system requirements, photographs of documents are not acceptable.

### A. Student Information

Last Name	First Name	M.I.	Marquette Identifier (MUID)
Address (include apt. no.)		Date of Birth	
City	State	Zip Code	Phone Number (include area code)

### B. Family Information

Full Name	Age		
Write the names of <b>all</b> the people in your household in the chart below: 1. Include <b>yourself</b> . 2. Include <b>your spouse</b> , if you are married. 3. Include <b>your children or your spouse's children</b> , if you or your spouse will provide <i>more than half</i> of their support between July 1, 2018 and June 30, 2019, even if the children do not live with you. 4. Include <b>other dependents</b> , if they now live with you and you or your spouse will continue to provide <i>more than half</i> of their support through June 30, 2019.	Write the age of each family member in the chart below.		
	Relationship		
	Write the relationship of each family member to the student in the chart below.		
	College		
	Add the name of the college for any household member who will be enrolled in a degree, diploma, or certificate program at an eligible postsecondary educational institution <i>at least half-time</i> any time between July 1, 2018 and June 30, 2019.		
Full Name	Age	Relationship	College
(EXAMPLE) Missy Jones	18	Sister	Central University
		Self	Marquette University

\*If more space is required, attach a separate page.

**C. Independent Student's Information (all applicants)** **Student Name/MUID:****1. Check the box that applies:**

- a. ☐ I filed/will file a 2016 Federal IRS Tax Return, Puerto Rican, or Foreign Income Tax Return.
- b. ☐ I was not employed, did not have income and am not required to file a 2016 Federal IRS Tax Return.
- **Submit a 2016 IRS Verification of Non-Filing Letter.** A free IRS Verification of Non-Filing Letter can be obtained from the IRS. See [mu.edu/mucentral/nonfile1819](http://mu.edu/mucentral/nonfile1819) for instructions.
- c. ☐ I was employed and had income, but am not required to file a 2016 Federal IRS Tax Return:
- **Complete the chart below:** list employer(s) (include Marquette) and the amount that was earned in 2016
  - **Attach copies of all 2016 W-2 and 1099 Forms.**
  - **Submit a 2016 IRS Verification of Non-Filing Letter.** A free IRS Verification of Non-Filing Letter can be obtained from the IRS. See [mu.edu/mucentral/nonfile1819](http://mu.edu/mucentral/nonfile1819) for instructions.

<b>ONLY IF BOX C ABOVE IS CHECKED COMPLETE CHART</b>	Non-Tax Filers with 2016 earnings are federally required to submit a copy of W-2(s) from each employer to Marquette Central with this form.				
	Name of Employer	Amount Earned in 2016	2016 W-2 and 1099 Forms received from employer?		2016 W-2, 1099s and Non-Filing Letter attached?
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>

If more space is required, attach a separate page.

Note: If you lost or never received a W-2, contact your employer to request a copy to provide with this form.

**D. Spouse's Information****1. Check the box that applies:**

- a. ☐ Spouse filed/will file a 2016 Federal IRS Tax Return, Puerto Rican, or Foreign Income Tax Return.
- b. ☐ Spouse was not employed, did not have income and not required to file a 2016 Federal IRS Tax Return.
- **Submit a 2016 IRS Verification of Non-Filing Letter.** A free IRS Verification of Non-Filing Letter can be obtained from the IRS. See [mu.edu/mucentral/nonfile1819](http://mu.edu/mucentral/nonfile1819) for instructions.
- c. ☐ Spouse was employed and had income, but not required to file a 2016 Federal IRS Tax Return:
- **Complete the chart below:** list employer(s) and the amount that was earned in 2016
  - **Attach copies of all 2016 W-2 and 1099 Forms.**
  - **Submit a 2016 IRS Verification of Non-Filing Letter.** A free IRS Verification of Non-Filing Letter can be obtained from the IRS. See [mu.edu/mucentral/nonfile1819](http://mu.edu/mucentral/nonfile1819) for instructions.

<b>ONLY IF BOX C ABOVE IS CHECKED COMPLETE CHART</b>	Non-Tax Filers with 2016 earnings are federally required to submit a copy of W-2(s) from each employer to Marquette Central with this form.				
	Name of Employer	Amount Earned in 2016	2016 W-2 and 1099 Forms received from employer?		2016 W-2, 1099s and Non-Filing Letter attached?
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>

\*If more space is required, attach a separate page.

Note: If you lost or never received a W-2, contact your employer to request a copy to provide with this form.

**E. Signature. Manually sign with a ballpoint pen.****Forms with digital/electronic/typed signatures cannot be accepted and will be returned.**

Each person signing certifies that all the information reported is complete and correct. If married, the spouse's signature is optional.

Student \_\_\_\_\_ Date \_\_\_\_\_ Spouse \_\_\_\_\_ Date \_\_\_\_\_

Student Daytime Phone Number (include area code): ( )

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