



Your FAFSA application was selected for review by the US Department of Education in a process called *Verification*. In this process, the Office of Financial Aid will compare information from your FAFSA with your 2017 IRS tax information. Due to Federal Aid regulations, NNU is required to collect this information before awarding Federal Aid. If there is a difference between your FAFSA and information on any of your verification documents, the university will make the correction electronically.

Complete this verification form and submit it to your financial aid administrator as soon as possible. The Office of Financial Aid cannot fully process your financial aid without this information.

Dependent Student Information

Last Name	First Name	MI	Phone Number	SSN	
Street Address			City	State	Zip
Date of Birth	Student ID #	Email Address			

Household Information

Write the names of all household members below. (Attach additional sheet of paper if necessary) Include:

- **Yourself**
- **Your parent(s)**, including a stepparent, even if you do not live with your parent(s)
- **Your parent(s)' other children**, even if they do not live with your parent(s), if (a) your parent(s) will provide more than half of their support from July 1, 2019, through June 30, 2020, or (b) the children would be required to provide parental information if they were completing a FAFSA for 2019-2020.
- **Other people, if they now live with your parent(s)** and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2020.

Also, write in the name of the college for any household member who will be attending college *at least half-time* between July 1, 2019, and June 30, 2020, and will be enrolled in a degree, diploma, or certificate program. Parents are part of the household, however, not included in the college count.

Full Name	Age	Relationship	Name of College	Will be Enrolled at least Half Time (Yes or No)

Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.

Student – High School Completion Status

Provide one of the following documents that indicate your high school completion status when you will begin college in 2019-2020:

I have a High School Diploma

- I am attaching a copy of my High School Diploma.
- I am attaching a copy of my final High School transcript, which includes the date I completed High School.

I have a GED

- I am attaching a copy of my GED Certificate.
- I am attaching a copy of my GED Transcript.

I received a State Certificate

- I am attaching the certificate recognized by _____ as an equivalent to a diploma.
State

I was home schooled

- I am attaching a signed copy of my transcript or equivalent.

I have none of the above

- I am attaching a signed statement from my High School stating I excelled academically.
- I am attaching an academic transcript that indicates I successfully completed at least a two-year program that is acceptable for full credit towards a bachelor's degree.

Dependent Student's – Income Information Complete either section 1 OR 2 below.

1. STUDENT TAX RETURN FILERS

Important Note: The instructions below apply to the student. Notify the financial aid office if the student filed separate IRS income tax returns for 2017 or had a change in marital status after December 31, 2017.

Instructions: Complete this section if the student *filed or will file* a 2017 IRS income tax return(s). ***The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT)*** within the Student Financial section of FAFSA on the Web at FAFSA.gov. In most cases, no further documentation is needed to verify 2017 IRS income tax return information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed by the FAFSA filer. Contact the NNU Office of Financial if more information is needed about using the IRS DRT within your FAFSA.

Check the ONE box that applies.

- The student ***has used*** the IRS DRT within FAFSA to transfer 2017 IRS income tax return information into the Student's FAFSA.
- The student ***has not yet used*** the IRS DRT in FAFSA on the Web, but ***will use*** the tool to transfer 2017 IRS income tax return information into the Student's FAFSA.
- The student is ***not eligible for*** or ***chose not to use*** the IRS DRT in FAFSA on the Web, and ***instead will provide*** the school a 2017 IRS Federal Tax Return Transcript from the IRS ***OR*** a ***signed*** 2017 tax return.

A 2017 IRS Tax Return Transcript may be obtained through:

- **Get Transcript by MAIL/ONLINE** : Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL" or click "Get Transcript ONLINE". Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript."
- To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.

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2. STUDENT TAX RETURN NONFILERS

Complete this section if the student will not file and is **not required** to file a 2017 income tax return with the IRS.

Check the ONE box that applies.

- The student was not employed and had no income earned from work in 2017.
- The student was employed in 2017 and earned income, however, did not file. Please list below the names of all the student's employers, the amount earned from each employer and whether an IRS W-2 was provided or not.

Provide copies of all 2017 IRS W-2 forms. If not explain why.

Employer's Name / Sources of Income	2017 Income Earned	IRS W-2 Provided?

ALL NONFILERS MUST provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2018 that indicates a 2017 IRS income tax return was not filed with the IRS or other relevant tax authority.

- Check here if confirmation of nonfiling is provided.
- Check here if confirmation of nonfiling will be provided later.

A Verification of Non Filing form (VONF) may be obtained by going to irs.gov/Individuals/Get-Transcript and choosing "Get Transcript Online". You may also fill out and mail in a 4506-T form, which can be found at financialaid.nnu.edu/forms under the "Verification" heading. For assistance, contact the NNU Office of Financial Aid.

Parent(s)' Income Information. Complete either section 1 OR 2.

Important Note: The instructions below apply to each parent included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2017 or had a change in marital status after December 31, 2017.

1. PARENT TAX RETURN FILERS

Instructions: Complete this section if your parent(s) **filed or will file** a 2017 IRS income tax return(s). ***The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT)*** within the Parent Financial section of the FAFSA. (FAFSA.gov) In most cases, no further documentation is needed to verify 2017 income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed by the FAFSA filer. Contact the NNU Office of Financial Aid if more information is needed about using the IRS DRT on the student's FAFSA.

Check the ONE box that applies.

- The parent(s) **have used** the IRS DRT within FAFSA to transfer IRS income tax return information into the student's FAFSA.
- The parent(s) **have not yet used** the IRS DRT within FAFSA on the Web, but **will use** the tool to transfer 2017 IRS income tax return information into the student's FAFSA.
- The parent(s) are **not eligible for** or **chose not to use** the IRS DRT in FAFSA on the Web and **instead will provide** the school a **2017 IRS Federal Tax Return Transcript(s)** from the IRS **OR** a **signed** 2017 tax return.

A **2017 IRS Tax Return Transcript** may be obtained through:

- **Get Transcript by MAIL/ONLINE** : Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL" or click "Get Transcript ONLINE". Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript."
- To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.

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2. PARENT TAX RETURN NONFILERS

Complete this section if the parent(s) will not file and **are not required** to file a 2017 income tax return with the IRS.

Check the ONE box that applies.

- The student's parent(s) were not employed and had no income earned from work in 2017.
- The student's parent(s) were employed in 2017 and earned income, however did not file. Please list below the names of all the parents' employers, the amount earned from each employer and whether an IRS W-2 was provided or not. **Provide copies of all 2017 IRS W-2 forms. If not explain why.**

Employer's Name / Sources of Income	2017 Income Earned	IRS W-2 Provided?

ALL NONFILERS MUST provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2018 that indicates a 2017 IRS income tax return was not filed with the IRS or other relevant tax authority.

- Check here if confirmation of nonfiling is provided.
- Check here if confirmation of nonfiling will be provided later.

A Verification of Non Filing form (VONF) may be obtained by going to irs.gov/Individuals/Get-Transcript and choosing "Get Transcript Online". You may also fill out and mail in a 4506-T form, which can be found at financialaid.nnu.edu/forms under the "Verification" heading. For assistance, contact the NNU Office of Financial Aid.

Sign the Worksheet

I/We affirm that the information provided in this application and supporting documentation (if applicable) is true and correct. I/We understand that any false statements or misrepresentations will be cause for denial, reduction, cancellation, or repayment of financial aid.

The student and one parent or spouse whose information was reported on the FAFSA must sign and date.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Submit this worksheet and other documentation to: Office of Financial Aid, 623 S. University Blvd., Nampa, ID 83686
Fax: 208.467.8375 Email: financialaid@nnu.edu Phone: 208.467.8638

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Continue to next page to complete the Statement of Educational Purpose

Please read the following section carefully.

Option 1 should be completed if you are able to appear in person at the NNU Financial Aid Office.

Option 2 should be completed if you are **NOT ABLE** to appear in person. The completion of this option must be witnessed by a notary.

Option 1 – If the student is able to **appear in person** at NNU to verify his or her identity:

Identity and Statement of Educational Purpose
(if ABLE TO APPEAR in person to be signed in the presence of INSTITUTION OFFICIAL)

The student must provide:

- a) A copy of the valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport.
- b) The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed and the name of the official at the institution authorized to collect the student's ID.

The student must sign, **in the presence of the institutional official**, the Statement of Educational Purpose provided below.

I certify that I _____ am the individual signing this Statement of Educational Purpose and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Northwest Nazarene University for 2019-2020.

Student Signature: _____ **Date:** _____

Student ID: _____

Name of Institutional Official: _____ **Date:** _____

..... **Stop here if you were able to sign in person**

Option 2 – Complete Option 2 if the student is unable to appear in person at NNU to verify his or her identity:

Identity and Statement of Educational Purpose
(if UNABLE to appear in person to be signed in the presence of a notary)

The student must provide:

- a) A copy of the valid government-issued photo identification (ID) that is acknowledged in the notary statement below or that is presented to a notary, such as, but not limited to, a driver’s license, other state-issued ID, or passport and
- b) The original Statement of Educational Purpose, which is provided below, **must be notarized**. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

I certify that I _____ am the individual signing this Statement of Educational Purpose and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Northwest Nazarene University for 2019-2020.

Student Signature: _____ **Date:** _____

Student ID: _____

Notary’s Certificate of Acknowledgement

State of _____ City/County of _____ on _____ before me
State City/County Date

_____ personally appeared, _____ and
Notary’s Name Print Student’s Name

provided to me basis of satisfactory evidence of identification _____ to be the
Type of government-issued photo ID provided

above-named person who signed foregoing instrument.

WITNESS my hand and official seal _____
Seal Notary Signature

My commission expires on _____
Date