



2025-2026 Verification Worksheet Independent Student

Your 2025-2026 Free Application for Federal Student Aid (FAFSA) was selected by the U.S. Department of Education for a process called verification. Federal law requires schools to gather additional documentation from students to check the accuracy of the information on the FAFSA. University of Charleston Financial Aid Office will make corrections to your FAFSA if needed.

What you must do now:

- ☐ **Complete ALL sections of this form, including signature.**
- ☐ **Submit this completed worksheet and any required documentation to UC's Financial Aid Office**

A. Independent Student's Information

Last Name	First Name	M.I.	Last 4 of Social Security Number
Street Address (include apt. no.)			Date of Birth
City	State	Zip Code	UC Student ID (on acceptance letter)
Cell Phone Number			Email Address

B. Independent Student's Family Size Information

Please list below the individuals in your family.

- Yourself and your spouse (if applicable).
- Your children if both of the following are true:
 - They live with you or live apart because of college enrollment.
 - You provide more than half of their support and will continue to do so during the award year from July 1, 2025 through June 30, 2026.
- 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, 2026.

Full Name	Age	Relationship

If more space is needed, attach a separate page with the student's name and ID number at the top.

C. Independent Student's Income Information to be Verified

☐ TAX RETURN FILERS

Check the box that applies:

- ☐ The student's (and spouse, if applicable) tax information has been transferred from the IRS to the FAFSA.
- ☐ The student's (and spouse, if applicable) tax information was unable to be transferred from the IRS and the student has submitted one of the following required documents:

____ Check here if the student's (and spouse, if applicable) 2023 IRS Tax Return Transcript is attached to this worksheet. The transcript can be requested online at [irs.gov](https://www.irs.gov). Please be sure to include the student's ID on every page of the transcript.

____ Check here if the student's (and spouse, if applicable) **signed** copy of their 2023 IRS Federal Tax Return (Form 1040 and all schedules) is attached to this worksheet. Please **do not** submit state or local tax returns.

☐ TAX RETURN NONFILERS

- ☐ If the student (and/or spouse, if applicable) will not file and is/are **not required** to file a 2023 income tax return with the IRS, they **must** complete the 2025-2026 Independent Student Non-Tax Filer Statement found on our website.

D. Certification and Signature

I certify that all of the verification documents submitted with this worksheet are 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

Date

If any additional information is needed, you will be contacted via email.