

2019-20 Brandeis University Verification Worksheet – Independent Student

Step 1 – Student Information

Last name	First name	Middle name	Student ID
Address (include apt. no.)		Date of birth	
City	State	Zip Code	Student's primary phone number (include area code)
Student's primary e-mail address		Alternate contact (phone number or e-mail address)	

Step 2 – Household Information

In the chart below include:

- Yourself
- Your spouse (if you are married)
- Your children if you will provide more than half of their support from July 1, 2019 through June 30, 2020
- Other people only if they live with you and you provide more than half of their support and will continue to do so from July 1, 2019 through June 30, 2020
 - Provide college information for those students attending at least half-time during 2019-20 in a program leading to a degree, diploma, or certificate. **(The institution must have a FAFSA school code.)**

Full Name	Age	Relationship	Name of College	Undergraduate/ Graduate	Half-time/ Full-time	Expected Grad Date
		<i>Self</i>				

Relationship options: student, student's spouse, student's child, parent/step-parent, brother/sister, grandparent, other.

Step 3 – Student’s Tax Filing Status – Calendar Year 2017

Have you or will you be required to file a 2017 U.S. federal income tax return?

_____ **YES** – Continue to Step 4

_____ **NO, but I had some earnings from work** - Complete, and submit a *Student Non-Tax Filer's Statement**. Be sure to include all 2017 W-2 and 2017 1099 forms you received.

_____ **NO, and I had no earnings from work** - Complete, and submit a *Student Non-Tax Filer's Statement**.

Step 4 – Spouse’s Tax Filing Status – Calendar Year 2017

If you are married, has your spouse filed or will he or she be required to file a 2017 U.S. federal income tax return?

_____ **YES** – Continue to Step 5

_____ **NO, but he or she had some earnings from work** - Complete, and submit a *Non-Tax Filer's Statement**. Be sure to include all 2017 W-2 and 2017 1099 forms received.

_____ **NO, and he or she had no earnings from work** - Complete, and submit a *Non-Tax Filer's Statement**.

Step 5 – Certification

By signing this worksheet, I certify all the information reported is complete and correct (the student and student's spouse, if married, must sign):

Student Signature

Date

Spouse Signature (if married)

Date

* Forms are available at <http://www.brandeis.edu/sfs/forms.html>