



2026–2027 Dependent Verification Worksheet

Your FAFSA was selected for Verification. The university will compare your FAFSA data with your 2024 Federal Income Tax Transcript, W-2s, and other documents. **Complete and submit this form promptly via upload at <https://xula.studentforms.com>** to avoid financial aid delays.

Steps: (1) Collect financial documents. (2) Contact your financial aid administrator with questions. (3) Complete and sign below — student AND at least one parent must sign. (4) Submit with tax forms and any other requested documents.

A. Student Information

Last Name	First Name	M.I.	Last Four of SSN (XXX-XX-____)
Street Address (include Apt. No.)		Date of Birth	
City	State	ZIP Code	Telephone Number
Student's XULA Email		Student's XULA Number	

B. Family Information

List all people in your parent's household, including yourself; parent(s)/stepparent; other children if parents provide >50% support July 1, 2026–June 30, 2027; and others living with parents who receive >50% support. List the college for any member enrolled at least half-time in a degree/diploma/certificate program between July 1, 2026, and June 20, 2027.

⚠ Note: If you listed a non-traditional household member, additional documentation will be required. Monitor your XULA email for correspondence.

Full Name	Age	>50% Support?	Relationship	College (if applicable)
<i>Missy Jones (example)</i>	24	No	Sister	Central University

C. Student Income Information to Be Verified

Best way to verify: Use the **Federal Tax Information (FTI)** tool at www.fafsa.ed.gov (log in > Make FAFSA Corrections > Financial Information).

1. Student Tax Filers — Check one:

- I have used the FTI to transfer my 2024 IRS income tax return information into my FAFSA.
- I have NOT yet used the FTI but will do so on or before: _____.
- I am UNABLE/CHOOSE NOT to use the FTI and will provide a 2024 IRS Tax Return Transcript on or before: _____.
 Transcript enclosed Transcript will be provided later
- I did not use the FTI and am submitting W-2s, 1099s, and all 2024 earned income proof. Yes

⚠ Note: Failure to submit required documents will delay processing of your file.

How to obtain a 2024 IRS Tax Return Transcript:

- By Mail:** www.irs.gov > Get Your Tax Record > Get Transcript by Mail (request Tax Return Transcript, NOT Account Transcript).
- Online:** www.irs.gov > Get Your Tax Record > Get Transcript Online (request Tax Return Transcript, NOT Account Transcript).
- By Phone:** Call 1-800-908-9946. Generally received within 10 business days.

2. Student Non-Tax Filers — Check one:

- I was not employed and had no income earned from work in 2024.
- I was employed in 2024 but not required to file taxes. See employer table below. I have included all required documents. Yes

⚠ Note: Failure to submit required documents will delay processing of your file.



Employer's Name	W-2 Provided?	2024 Amount
ABC's Auto Body Shop (example)	Yes	\$4,500.00
Total Amount of Income Earned from Work		\$

D. Parent Income Information to Be Verified

Best way to verify: Use the Federal Tax Information (FTI) at studentaid.gov. Note: If parents filed SEPARATE returns, FTI cannot be used — a 2024 IRS Tax Return Transcript must be provided for EACH parent.

1. Parent Tax Filers — Check one:

- I/We have used the FTI to transfer 2024 IRS income tax return information into the FAFSA.
- I/We have NOT yet used the FTI but will do so on or before: _____.
- I/We am/are UNABLE/CHOOSE NOT to use the FTI and will provide a 2024 IRS Tax Return Transcript on or before: _____.
 Transcript enclosed Transcript will be provided later
- I/We did not use the FTI and am/are submitting all 2024 W-2s, 1099s, and earned income proof. Yes

How to obtain a 2024 IRS Tax Return Transcript:

- By Mail:** www.irs.gov > Get Your Tax Record > Get Transcript by Mail (request Tax Return Transcript, NOT Account Transcript).
- Online:** www.irs.gov > Get Your Tax Record > Get Transcript Online (request Tax Return Transcript, NOT Account Transcript).
- By Phone:** Call 1-800-908-9946. Generally received within 10 business days.

2. Parent Non-Tax Filers — Check one:

- I/We were not employed and had no income earned from work in 2024.
- I/We were employed in 2024 but not required to file taxes. Must obtain and submit an IRS Verification of Non-Filing Statement directly from the IRS.
 IRS Non-Filing Letter enclosed Will be provided later
- I/We have listed all employers above and included all 2024 W-2s, 1099s, and proof of earned income. Yes

⚠ Note: Failure to submit required documents will delay processing of your file.

E. Filing Extension Granted

If you/parent(s) were granted an IRS filing extension, obtain and complete the 2024 Filing Extension Form at:
xula.edu/financialaid/formsandresources/index.html

F. Amended Filers (Student and/or Parent)

- An AMENDED IRS Income Tax return was filed by: Student Mother Father
- If so, provide: (A) a 2024 IRS Tax Return Transcript (if FTI was not used), OR (B) a 2024 IRS Tax Account Transcript AND a signed copy of 2024 IRS Form 1040X.

G. Identity Theft Filers (Student and/or Parent)

- I/We were a victim of IRS tax-related identity theft.
- If so, provide: (A) a Tax Return Database View (TRDBV) transcript or other IRS tax transcript with all required income and tax info; AND (B) a signed statement that you were a victim of IRS tax-related identity theft and the IRS is aware.

H. Certification and Signatures

⚠ WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both. Each person signing below certifies that all information is complete and correct. Student AND at least one parent must sign.

 Student's Signature Date

 Parent's Signature Date