**Step 1- Student Information**

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| **Student’s Name (First, Middle Initial, Last)** |  | **W#** |
| **Step 2- Student Tax Forms and Income Information** |
| **CHECK****ONE** | **If YOU:** | **YOU MUST:** (complete all number items for selection) |
| [ ]  | Filed 2020 Tax Return and used the IRS Data Retrieval Tool on the FAFSA | 1. Complete this Verification Worksheet and return it to our office.
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| [ ]  | Filed 2020 Tax Return and did not use the IRS Data Retrieval Tool on the FAFSA | 1. Attach a copy of your 2020 IRS Tax Return Transcript\* or a **signed** copy of your IRS Form 1040 including all filed schedules.
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| [ ]  | Filed 2020 Amended Tax Return and used IRS data Retrieval Tool on the FAFSA | 1. Submit a **signed** copy of your Amended 2020 Federal Tax Return (IRS Form 1040-X).
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| [ ]  | Filed 2020 Amended Tax Return and did not use IRS Data Retrieval Tool on the FAFSA | 1. Submit a **signed** copy of your Amended 2020 Federal Tax Return (IRS Form 1040-X).
2. Attach a copy of your 2020 IRS Tax Return Transcript\* or a **signed** copy of your **original** IRS Form 1040 including all filed schedules.
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| [ ]  | Filed a 2020 Foreign Tax Return or had foreign income in 2020 | 1. Provide a **signed** copy of the **original** tax document and an English translation of the entire document. If you filed a Puerto Rico tax return, provide a **signed** copy of your 2020 Puerto Rico Individual Income tax return (does not need to be translated).
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| [ ]  | Worked in 2020 and did not file a 2020 Tax Return | 1. List source and amount earned. Provide copies of your 2020 W-2’s. (If W-2’s cannot be provided, attach a signed statement that describes the reason(s).)

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| --- | --- |
| Source: | Amount: |
|       | $       |
|       | $       |
|       | $       |

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| [ ]  | Did not work in 2020 and did not file a 2020 Tax Return | 1. By selecting this option you are verifying that you had zero wages/income in 2020.
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| Federal Tax Return Transcript instructions <https://www.uwyo.edu/sfa/applying-for-financial-aid/irs-tax-transcript/>For more information regarding the verification process, visit <https://www.uwyo.edu/sfa/applying-for-financial-aid/verification/index.html> |

**Step 3 – Certifications and Signatures (***Digital/electronic/typed signatures NOT accepted.)*

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| By signing below, you certify that all of the information reported is complete and correct. **WARNING**: If you purposely give false or misleading information on this form, you may be fined, be sentenced to jail, or both |
| **Student’s Signature:** |  | **Date:** |  |
|  |  |  |  |
| **Step 4 – Have parent(s) complete the FAFSA Parent Information Worksheet**  |