2024-2025 Verification Worksheet

NELSON UNIVERSITY Financial Aid Office

1200 Sycamore St, Waxahachie, TX 75165

Fax: (682)224-8644

Revised: 10/17/24 V1 & V5

What is a Verification Worksheet?

Phone: (972)825-4730

Your application was selected for review in a process called Verification. We are required by federal law to compare the information from your FAFSA with the information provided on this form and other documentation. If there are differences between your FAFSA and the documents you've submitted, corrections may need to be made. We cannot process your financial aid until verification has been completed, so please provide the required documents as soon as possible.

Please email any questions to financialaid@nelson.edu!

INSTRUCTIONS—What You Should Do:

1. Complete this entire two-page worksheet and sign on the bottom of page 2.

Email: financialaid@nelson.edu

- 2. Use the Direct Data Exchange (DDX) to import your/your spouse's or parents' Federal Tax Information (FTI) directly into your FAFSA. If the DDX FTI system is not available for your FAFSA, then you must download a copy of your 2022 Tax Return Transcript from www.irs.gov or provide a hand signed copy of a 2022 IRS 1040 tax return.
- 3. The Financial Aid Office may require you to submit other documentation.
- 4. Your verification cannot be processed with an incomplete form, missing documents, or missing signatures.
- 5. Submit this completed worksheet, tax transcripts, and any other documents.

Mail: Nelson University, Attn: Financial Aid, 1200 Sycamore St, Waxahachie, TX 75165, Fax: (682)224-8644, Email: financialaid@nelson.edu

st Nam	e First Name		M.I.	Social Security Number			
ddress (Include Apt #)	City		State Zip			
ate of B	irth Email Addres	SS		Phone Number			
Par	t B: Family Information: Ch	eck Only One of th	ne Following Bo	oxes!			
	Dependent Students: In the table below, list the people in your parents' household to include: (a) yourself; (b) your parents (including step-parent) even if you do not live with your parents, do not include a parent who has died or is not living in the household because of separation or divorce; (c) your parents' other children if the following are true: (1) they live with your parents (or live apart because of college), and (2) your parents provide more than half of their support and will continue to do so from July 1, 2024 through June 30, 2025; (d) finally, include any other people if they now live with your parents and your parents provide more than half of their support and will continue to do so from July 1, 2024 through June 30, 2025.						
	Independent Students: In the table below, list the people in your household, including: (a) yourself; (b) your spouse, if married; (c) your children, if you will provide more than half of their support and will continue to do so from July 1, 2024 through June 30, 2025; and (d) any other people that now live with you if you currently provide more than half of their support and will continue to do so from July 1, 2024 through June 30, 2025.						
Irita t	he names of all household members per the i	netructions above Mal	za sura to includa vo	oursalfl			

Full Name of EVERY Household Member For example: student, parents, siblings, etc.	Age	Relationship
Student's Name:		Self

and is not required	to file a 20	22 Federal Tax Return	1.					
	pply. By sig			e a 2022 Federal Tax Return Worksheet, I attest that I ha				
☐ Student	☐ Stu	udent's Spouse			☐ Mother/Step-Mother			
If you did not fil	e taxes bu	t earned income in	n 2022, _I	please complete this se	ection! Include	all income earned.		
Person Who Worked		Employer's Name		Amount Earned in 2022	Did You Receive a W-2? You must submit a copy of any W-2 received			
					☐ Ye	s 🗖 No		
					☐ Ye	s 🔲 No		
					☐ Ye	s 🚨 No		
you earned income but	axed IR	A Distribution	uired to con	till REQUIRED to submit a nplete a No W-2 form. Con sions: Enter all zeroe	tact financialaid@	nelson.edu for help.		
Student/Spouse	ĺ		22: Janua	ary 1 – December 31,	2022	Parent/Step-Parent		
\$	Amount of Rollover in an Untaxed IRA Distribution. If you had a rollover amount, you must provide a hand signed copy of your 2022 IRS 1040 tax return to the Financial Aid Office.							
\$	Amount of Rollover in an Untaxed Pension. If you had a rollover amount, you must provide a hand signed copy of your 2022 IRS 1040 tax return to the Financial Aid Office.							
↑	DO NOT	LEAVE ANY FIE	LDS BLA	NK! PUT \$0 IF NOT	APPLICABLE	! ↑		
Part E: Sign								
				rted on this worksheet is co ignatures. We cannot acce				
Student's Signature		Date	J	Parent's Signature (Depende	ent Student's Only	r) Date		

Part C: Non-Tax Filer Information—Only complete this section if you or someone from your family did not

This **completed & signed** worksheet can be submitted via: