

Student Name _____ Banner ID + _____

Student Email _____@MiamiOH.edu Phone # for questions about form: _____

INSTRUCTIONS

Being selected for Federal verification requires confirmation of the information provided on the FAFSA. For more information and instructions, please visit MiamiOH.edu/verification. The IRS Data Retrieval Tool, an IRS Tax Return Transcript, or a copy of the 2017 Federal Tax Return form 1040, 1040A or 1040EZ signed by the tax filer is the only acceptable documentation for verifying tax information.

The verification process must be completed before aid will disburse to the student's account; therefore submitting all requirements within 30 days of receipt of request is highly encouraged.

HOUSEHOLD INFORMATION

 Complete the table below for the members *currently* within the student's household. Make sure to include:

1. Yourself (student)
2. Student's spouse, if married
3. Student's and/or spouse's children that meet the following criteria **(even if they do not live with the student)**:
 - a. Children that will have more than half of their financial support provided by the student from July 1, 2019, through June 30, 2020, **OR**
 - b. Children who would be required to submit the student's information if they were completing a 2019-2020 FAFSA.
4. Additional household members who live with the student, that will have more than half of their financial support provided by the student from July 1, 2019, through June 30, 2020.

 If student listed below is married, please indicate month and year of marriage .

First/Last Name	Age	Relationship to Student	College*	Enrolled at least half-time in college? (Yes or No)
		Self	Miami University	

*Include the college name for any household member (who meets criteria above) who will be enrolled **at least half-time**, in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2019 and June 30, 2020.

If more space is needed, attach a separate page. The Banner ID will need to be included on all documents submitted.

Please return this form to the One Stop:

Miami University - One Stop - 301 S. Campus Ave. - Oxford, OH 45056 513-529-0001

Email: OneStop@MiamiOH.edu - Fax: 513-529-8713 - Web: MiamiOH.edu/OneStop

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FEDERAL TAX RETURN FILING STATUS

Student's (and spouse, if applicable) Filing Status (CHECK ONE):

- Student already filed the 2017 return **and**:
- Used the IRS Data Retrieval Tool via the FAFSA
 - Requested an IRS Tax Return Transcript or a copy of the 2017 Federal Tax Return form 1040, 1040A or 1040EZ signed by the tax filer.
- Student and/or spouse will but has yet to file the 2017 tax return.
- Student and/or spouse was not employed and had no income in 2017.
- Student and/or spouse will not and is not required to file.

NON FILERS**Each step must be completed if the student and/or spouse will not and is not required to file a 2017 income tax return.**

1. Provide a copy of the IRS Verification of Non-filing Letter (for student and spouse (if applicable)) dated on or after October 1, 2018.
 - This letter can be requested by completing a 4506-T form and mailing it to the IRS, or by obtaining a tax return transcript.
 - If unable to obtain the Non-filing letter, submit a signed statement certifying the student and spouse (if applicable) attempted to obtain the IRS Verification of Non-filing Letter from the IRS or other tax authorities and was unable to obtain the required documentation.
2. If there was no income earned, provide a signed statement explaining how the household was supported in 2017.
3. If the student and/or spouse were not required to file a return but worked during 2017, submit copies of the W-2 or 1099 (or equivalent documentation) for each source of employment income received.

The Banner ID will need to be included on all documents submitted.**CERTIFICATION:** I certify that all information reported to qualify for federal student aid is complete and correct and that purposely giving false or misleading information may lead to fines, prison or both._____
Student Signature (Original, not typed)_____
Date**Please return this form to the One Stop:**Miami University - One Stop - 301 S. Campus Ave. - Oxford, OH 45056 513-529-0001
Email: OneStop@MiamiOH.edu - Fax: 513-529-8713 - Web: MiamiOH.edu/OneStop