



## 2024-2025 Verification Worksheet – Independent Student

Student's First Name

6-digit NEIU Student ID#

Student's Last Name

Phone Number

### A. Independent Student's Family Information

List below the people in your household. Include:

- Yourself.
- Your spouse if you are married.
- Your children, if any, if you will provide more than half of their support from July 1, 2024 through June 30, 2025, or if the child would be required to provide your information if they were completing a FAFSA for 2024-2025. Include children who meet either of these standards, even if they do not live with you.
- Other people if they **now live with you and you provide more than half of their support** and will continue to provide more than half of their support through June 30, 2025. This includes any unborn children.

Include the name of the college for any household member who will be enrolled at least half time, in a degree program at a postsecondary educational institution any time between July 1, 2024 and June 30, 2025. *If more space is needed, attach a separate page with your name and NEIU ID at the top.*

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
		<i>Self</i>	<i>Northeastern Illinois University</i>	

Complete this section if the student **RECEIVED VETERANS NON-EDUCATION BENEFITS** in 2022.

Name of Person Who Received Benefits	Type of Benefit Received	Amount of Benefit Received in 2022



Student's Name: \_\_\_\_\_ NEIU ID: \_\_\_\_\_

**B. Independent Student's Income Information to Be Verified**

**1. TAX RETURN FILERS— Instructions:** Complete this section if you, the student, filed or will file a 2022 income tax with the IRS. *The best way to verify income is to provide Federal Tax Information (FTI) Consent and use the IRS Direct Data Exchange within the FAFSA Online Application. If the student has not already used the tool, go to studentaid.gov, log in to the student's FAFSA, select "Make Corrections," and navigate to the income section of the application. Follow the instructions to provide FTI Consent in order for the tax information to be extracted into the application. It is important to note that without FTI Consent, financial aid eligibility cannot be determined. If the IRS Data Exchange cannot be used, you may request a 2022 IRS Tax Return Transcript one of four ways:*

- **Get Transcript by Mail** – Go to [www.irs.gov](http://www.irs.gov), click "Get Your Tax Record." Click "Get Transcript by Mail." Make sure to request the "Return Transcript" and NOT the "Account Transcript." The transcript is generally received within 10 business days from the IRS's receipt of the online request.
- **Get Transcript Online** – Go to [www.irs.gov](http://www.irs.gov), click "Get Your Tax Record." Click "Get Transcript Online." Make sure to request the "Return Transcript" and NOT the "Account Transcript." To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.
- **Automated Telephone Request** – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.
- **Paper Request Form** – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS's receipt of the paper request form.

**2. NON-TAX FILERS—Instructions:** Complete this section if the student is not required to file a 2022 income tax return with the IRS. **Non-Tax filers are required to submit an IRS Non-Tax Filer Transcript regardless of the amount of earnings during 2022.**

**Check the box that applies:**

- I, the student will provide a copy of my 2022 IRS Non-Tax Filing Transcript.
- I, the student was unable to register an account for a Non-Tax Filing Transcript from the IRS Get Transcript Online. Instead, I have fully completed section C of this Verification Worksheet.
- I, the student was employed in 2022 and listed below the names of all employers, whether W-2 form(s) are attached. *List every employer even if they did not issue a W-2 form.*

Employer's Name	2022 Amount Earned	W-2 Attached?
Gonzalez's Auto Body Shop (example)	\$2,000.00	Yes



# Northeastern Illinois University, Scholarships and Student Employment

5500 North Saint Louis Avenue • D Building, Room 200 • Chicago, IL 60625-4699 • 773-442-5016 • Fax: 773-442-5040  
[Financial-aid@neiu.edu](mailto:Financial-aid@neiu.edu) • [neiu.edu/financial-aid](http://neiu.edu/financial-aid) • Check your financial aid status at [neiuport.neiu.edu](http://neiuport.neiu.edu)

Student's Name: \_\_\_\_\_ NEIU ID: \_\_\_\_\_

### C. Independent Student's Other Information to Be Verified

1. Complete this section if someone in the student's household (listed in Section A) **RECEIVED BENEFITS FROM the Supplemental Nutrition Assistance Program or SNAP** (formerly known as food stamps) any time during the 2022 or 2023 calendar years.

One of the persons listed in Section A of this worksheet received SNAP benefits in 2022 or 2023. If asked by the student's school, I will provide documentation of the receipt of SNAP benefits during 2022 and/or 2023.

2. Complete this section if a member of the student's household **RECEIVED HOUSING OR OTHER LIVING ALLOWANCES** as a member of military or clergy in 2022.

Name of Person Who Received Benefit	Type of Benefit Received	Amount of Benefit Received in 2022

3. Complete this section if one of the student's household members **RECEIVED CHILD SUPPORT** in 2022.

Name of Person Who Received Child Support	Name of Child for Whom Support Was Received	Amount of Child Support Received in 2022

4. Complete this section if your **2022 TOTAL HOUSEHOLD INCOME falls below \$18,310. MUST BE >ZERO.**

Type of Assistance received by student	Who is the Provider (relationship to the student, e.g. friend, relative, parent)	Amount Received in 2022
Wages or Cash		
Unemployment or Social Security Benefits		
Rent or Living Allowances		
Utilities or Cell phone		
Gas (for car) or Food		
Health Insurance		
Other:		

### D. Certification and Signature

I certify that all the information reported on this worksheet is complete and correct. The student must sign this worksheet. If married, the spouse's signature is optional.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature

\_\_\_\_\_  
Date

*Do not mail this worksheet to the U.S. Department of Education. Submit this worksheet to the Financial Aid Office.  
5500 North Saint Louis Avenue (D-200), Chicago, Illinois 60625-4699  
Telefax: 773-442-5040  
Email: [Financial-Aid@neiu.edu](mailto:Financial-Aid@neiu.edu)*

**WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both.**