



# 2021–2022 Academic Year Verification Worksheet (Dependent) BYU–Hawaii Financial Aid & Scholarships

**Dependent**

Your **2021–2022** Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information, BYU–Hawaii Financial Aid & Scholarships will compare your FAFSA with the information on this institutional verification worksheet and any other required documents. If there are differences, your FAFSA information may need to be corrected.

**Section A: Dependent Student’s Information:**

Student’s Last Name	First Name	MI	Student’s BYUH ID #
Student’s Street Address (include apt. no.)			
City	State	Zip Code	Student’s Email Address
Student’s Home Phone Number (include area code)		Student’s Alternate or Cell Phone Number	

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**Section B: Number of Household Members:** List below the people in the parents’ household. Include:

- The student.
- The parents (including a stepparent) even if the student doesn’t live with the parents.
- The parents’ other children if the parents will provide more than half of the children’s support from July 1, 2021, through June 30, 2022, or if the other children would be required to provide parental information if they were completing a FAFSA for 2021–2022. Include children who meet either of these standards, even if a child does not live with the parents.
- Other people if they now live with the parents and the parents provide more than half of the other person’s support, and will continue to provide more than half of that person’s support through June 30, 2022.

Number in College: Include in the space below information about any household members who are, or will be, enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2021, and June 30, 2022, and include the name of the college.

Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time (Yes or No)
		<i>Self</i>		

If more space is needed, provide a separate page with the student’s name and ID number at the top.

**Section C: Dependent Student's Income Information**

1) Student Tax Filers. Complete this section if the student **filed** a 2019 Income Tax Return. Please check only one of the boxes that apply.

- Student filed taxes in 2019 and used the IRS DRT to transfer income tax return information into their FAFSA.
- Student filed taxes in 2019 and submitted or will submit one of the following income support documents below:
  - 2019 IRS Tax Return Transcript. A 2019 IRS Tax Return Transcript may be requested at [www.irs.gov](http://www.irs.gov), by clicking "Get Transcript Online" or "Get Transcript by Mail." Be sure to request Tax Return Transcript for 2019.
  - 2019 Signed IRS 1040 Tax Return Forms w/Schedules 1,2 & 3.
- Student filed taxes in 2019 and served a full-time Church mission from \_\_\_\_\_ to \_\_\_\_\_ (months) receiving \$\_\_\_\_\_per month in financial support and submitted or will submit one of the following income support documents below:
  - 2019 IRS Tax Return Transcript. A 2019 IRS Tax Return Transcript may be requested at [www.irs.gov](http://www.irs.gov), by clicking "Get Transcript Online" or "Get Transcript by Mail." Be sure to request Tax Return Transcript for 2019.
  - 2019 Signed IRS 1040 Tax Return Forms w/Schedules 1,2 & 3.
- Student filed foreign taxes in 2019 and submitted or will submit a Foreign Tax Form equivalent.

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2) Student Nontax Filers. Complete this section if the student **did not file** a 2019 income tax return. Please check only one of the boxes that apply.

- Student was not employed in 2019 and submitted or will submit a 2019 IRS Verification of Non-Filing Status Form.
- Student was not employed in 2019 and served a full-time Church mission from \_\_\_\_\_ to \_\_\_\_\_ (months) receiving \$\_\_\_\_\_per month in financial support. Student submitted or will submit a 2019 IRS Verification of Non-Filing Status Form.
- Student was employed in 2019 and served a full-time Church mission from \_\_\_\_\_ to \_\_\_\_\_ (months) receiving \$\_\_\_\_\_per month in financial support. Student submitted or will submit 2019 employment information below:

Employer's Name	Annual Income Earned in 2019	Annual Taxes Paid in 2019	IRS W-2 Provided?
<i>(Example) ABC's Auto Body Shop</i>	\$4,500.00		Yes
Total Amount of Income Earned	\$		

- Student was employed in 2019 and submitted or will submit 2019 employment information below:

Employer's Name	Annual Income Earned in 2019	Annual Taxes Paid in 2019	IRS W-2 Provided?
<i>(Example) ABC's Auto Body Shop</i>	\$4,500.00		Yes
Total Amount of Income Earned	\$		

**Section D: Parent's Income Information:**

1) Parent Tax Filers. Complete this section if Parent's filed a 2019 Income Tax Return. Please check only one of the boxes that apply.

- Parent's filed joint taxes in 2019 and used the IRS DRT to transfer income tax return information into the student's FAFSA.
- Parent's filed joint taxes in 2019 and submitted or will submit one of the following income support documents below:
  - 2019 IRS Tax Return Transcript. A 2019 IRS Tax Return Transcript may be requested at [www.irs.gov](http://www.irs.gov), by clicking "Get Transcript Online" or "Get Transcript by Mail." Be sure to request Tax Return Transcript for 2019.
  - 2019 Signed IRS 1040 Tax Return Forms w/Schedules 1,2 & 3.
- Parent's filed separate taxes in 2019 and submitted or will submit one of the following income support documents for each parent:
  - 2019 IRS Tax Return Transcript. A 2019 IRS Tax Return Transcript may be requested at [www.irs.gov](http://www.irs.gov), by clicking "Get Transcript Online" or "Get Transcript by Mail." Be sure to request Tax Return Transcript for 2019.
  - 2019 Signed IRS 1040 Tax Return Forms w/Schedules 1,2 & 3.
- Parent's filed joint foreign taxes in 2019 and submitted or will submit a Foreign Tax Form equivalent.
- Parent's filed separate foreign taxes in 2019 and submitted or will submit a Foreign Tax Form equivalent.
- Other \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2) Parent Nontax Filers. Complete this section if Parent's did not file a 2019 income tax return. Please check all boxes that apply.

- Father/Step-Father was not employed in 2019 and did not file taxes. Must include signed written statement indicating source of financial support in 2019 and 2019 IRS Verification of Non-Filing Status Form.
- Mother/Step-Mother was not employed in 2019 and did not file taxes. Must include signed written statement indicating source of financial support in 2019 and 2019 IRS Verification of Non-Filing Status Form.
- Father/Step-Father was employed in 2019 and was not required to file taxes. Parent submitted or will submit the 2019 IRS Verification of Non-Filing Status Form and will provide 2019 employment information below:

Employer's Name	Annual Income Earned in 2019	Annual Taxes Paid in 2019	IRS W-2 Provided?
<i>(Example) ABC's Auto Body Shop</i>	<i>\$4,500.00</i>		Yes
Total Amount of Income Earned	\$		

- Mother/Step-Mother was employed in 2019 and was not required to file taxes. Parent submitted or will submit the 2019 IRS Verification of Non-Filing Status Form and will provide 2019 employment information below:

Employer's Name	Annual Income Earned in 2019	Annual Taxes Paid in 2019	IRS W-2 Provided?
<i>(Example) ABC's Auto Body Shop</i>	<i>\$4,500.00</i>		Yes
Total Amount of Income Earned	\$		

- Father/Step-Father was employed in a foreign country in 2019 and submitted or will submit a 2019 Foreign Tax Form equivalent.
- Mother/Step-Mother was employed in a foreign country in 2019 and submitted or will submit a 2019 Foreign Tax Form equivalent.
- Other \_\_\_\_\_

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**E. Certifications and Signatures:**

Each person signing below certifies that all of the information reported is complete and correct. The **student and one parent** whose information was reported on the FAFSA must sign and date.

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

\_\_\_\_\_  
Student's Signature (Required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature (Required)

\_\_\_\_\_  
Date

You must complete and sign this institutional verification worksheet and submit all documents to the BYU–Hawaii Financial Aid & Scholarships Office via the Verification Upload Portal at <https://financialaid.byuh.edu/verification-information>. Our office may also ask for additional information. If you have questions about verification, please contact the BYU–Hawaii Financial Aid & Scholarships Office at [www.financialaid@byuh.edu](mailto:www.financialaid@byuh.edu) or 808-675-3313.