

2026-2027 verification worksheet

federal student aid programs

Independent Please complete this required verification worksheet as part of the verification process. The information you provide will be compared with your other submitted documentation to confirm that the details reported on your FAFSA are accurate. Please read the instructions carefully and provide all required information.

1. If you and your spouse (if applicable) provided consent to directly transfer Federal Tax Information from the IRS into the FAFSA, a 2024 tax return is not necessary to provide. However, if there are items that were self-reported or additional items that we need to verify, you and your spouse (if applicable) may be requested to provide the 2024 Tax Return.
2. If you and your spouse (if applicable) did NOT provide consent, you will need to provide:
 - a. 2024 Tax Return Transcript at: www.irs.gov or call 1 (800) 908-9946.
 - b. **OR** you can provide a signed copy of the 2024 1040 Tax return to include **ALL** accompanying schedules.
3. If you or your spouse (if applicable) did **NOT** file a 2024 tax return or are **NOT** required to file an IRS 1040, you must provide:
 - a. **Verification of Non-filing** from the IRS (Complete form 4506-T, box 7 and box 9 to request this for December 31, 2024 tax year).
 - b. 2024 W-2 forms from all employers
4. Complete all sections of this worksheet
5. Sign the Worksheet - you and your spouse (if applicable) must sign the worksheet.
6. Submit all required documents to the Financial Aid Office

Student Information

First name _____ Last name _____
Middle name _____ Union ID number _____
Address (include apt. #) _____
City _____ State _____ Zip code _____
Date of birth: Month _____ Day _____ Year _____ Phone number (with area code) _____
Email address _____

Student: Check the box only if you will not file and are not required to file

- I attest that I have not filed an IRS 1040 for 2024 and I am not required to file an IRS 1040 for 2024. I have attached all of the W-2 forms I received for 2024.

Spouse: Check the box only if you will not file and are not required to file

- I attest that I have not filed an IRS 1040 for 2024 and I am not required to file an IRS 1040 for 2024. I have attached all of the W-2 forms I received for 2024.

Employer and W-2 information

List the name of all of your employers and the amount earned from each in 2024. If you did not file taxes in 2024, please provide IRS W-2 Form(s) for each employer you worked with in 2024. Include employers and the amounts earned from each even if they did not issue an IRS W-2 Form.

Student employer	Student earnings	Spouse employer	Spouse earnings

Additional income

Both tax filers and non-tax filers must list any untaxed income received in 2024. **Be sure to enter zeros if no funds were received.** Failure to complete this section will delay the processing of your verification.

Applicants with no taxable income, no earned income or no untaxed income as reported in this section will be required to submit a LOW INCOME VERIFICATION FORM showing how living expenses were met.

Student	Calendar year 2024	Spouse
\$	Child support received due to divorce, separation or legal requirement. List the names and ages of the children receiving the child support	\$
	The person's name to whom the support is paid.	
	Address where the children live.	

Signatures

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct. Warning: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student's signature

Date

Spouse's signature (if applicable)

Date

Return by mail or email to:

Union Adventist University, Financial Aid
3800 South 48th Street Lincoln, NE 68506

Phone: 402.486.2505

Email: financialaid@uau.edu