UNIVERSITY OF ILLINOIS CHICAGO - Office of Student Financial Aid and Scholarships

1200 W. Harrison Street, M/C 334 -- Chicago, Illinois 60607-7163 -- Phone: (312) 996-3126 Website: https://financialaid.uic.edu/



<u>2024-2025 Independent Verification Worksheet Instructions</u>

Fall/Spring Students: Form Submission Deadline is August 1, 2024 Spring Only Students: Form Submission Deadline is November 1, 2024

Please see our website to access this form in Spanish

Failure to submit all documents together may result in a processing delay.

- (1) Complete the Verification Worksheet
- (2) Submit tax information for student and spouse (if married)
- (3) Submit 2022 W-2 forms/1099 forms for Non-Tax Filer students and spouses (if married), if applicable
- (4) Include your University ID Number (UIN) on every page submitted

Complete the VERIFICATION WORKSHEET

- Provide handwritten signatures (no electronic signatures)
- Answer <u>ALL</u> Questions

2022 TAX FILERS

Students and Spouse (if married)

DIRECT DATA EXCHANGE (DDX)

OR

SIGNED IRS FEDERAL TAX RETURN including IRS SCHEDULES 1, 2, and 3

2022 NON-TAX FILERS

Students and Spouse (if married)

2022 W-2 AND 1099 FORMS IF INCOME WAS EARNED IN 2022

2022 UNUSUAL TAX FILING SITUATIONS

Individuals who fall into one of the IRS Tax categories below must submit the listed information.

AMENDED TAX FILERS:

- Signed copy of the 2022 IRS Federal Tax Return including IRS Schedules 1, 2, and 3
- Signed copy of the 2022 IRS Form 1040X, "Amended U.S. Individual Income Tax Return," that was filed with the IRS

Non-IRS TAX RETURNS: (Individuals who filed a tax return in a foreign country, Puerto Rico, or U.S. Territory)

- Copy of the filed 2022 tax return with the Earnings, AGI, and Taxes Paid translated and converted to U.S. dollars
- 2022 Wage Statements

IRS IDENTITY THEFT VICTIMS:

- Tax Return Database View (TRDBV) transcript for 2022
- Signed and dated statement indicating the individuals were victims and the IRS is aware of their tax related identity theft

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2024-2025 Independent Verification Worksheet

Fall/Spring Students: Form Submission Deadline is August 1, 2024 Spring Only Students: Form Submission Deadline is November 1, 2024

Last Name Fin	First Name		M.I.	Phone Number	
Section B – Family Inform	nation (P	lease read instruct	ions below before con	npleting)	
Please list the people in your househo (1) Yourself (2) Your spouse (if married) (3) Your children, if they live with you and will continue to provide mor (4) Other dependents if: (a) they now live with you AND (b) you provide more than half June 30, 2025 Fill out the chart below – all fields me Print the names of all household member program that leads to a degree/certification with UIC listed as the college.	ou or live apa e than half o of their supp nust be com pers as defin	art from you due to a perion of their support between Junean will continue to property appleted. In the property of the prope	uly 1, 2024, and June 30, 20 rovide more than half of their ore space, attach a separate at least half-time between Ju	support between July 1, 2024, and sheet. Write in the complete name of 1y 1, 2024, and June 30, 2025, in a	
Full Name	Age Relationsh		College (Complete Name)	Expected College Graduation (Month and Year)	
		Self	UIC		
ENTER YOUR 9-DIGIT UIN					

2024-2025 Independent Verification Worksheet

Section C – Student Income Information

You MUST provide official 2022 federal tax information.

- (1) Use the Direct Data Exchange (DDX) on the FAFSA to transfer your 2022 tax information **OR**
- (2) Submit a copy of the signed 2022 IRS Federal Tax Return including IRS Schedules 1, 2, and 3 sent to the IRS OR
- (3) Those students who did not file a 2022 IRS Federal Tax Return must mark the correct box below and submit copies of all W-2/1099 forms if required.

Please check the appropriate box and submit the requested documents. ONLY **one** box should be checked on this page.

2022 TAX FILI	ERS							
		I have successfully used the Direct Data Exchange (DDX) on the FAFSA to transfer my 2022 tax information.						
		I have attached a copy of my signed 2022 IRS Federal Tax Return including IRS Schedules 1, 2, and 3 with my UIN on all pages.						
2022 TAX FILI	ERS	with special circums	ances					
		I filed a 2022 amended t 2022 IRS Federal Tax R	ax return and eturn includinຸ	have submitted of Schedules 1, 2	(1) a signed 1(, and 3.	040X AND (2) a	copy of my signed	
		I filed a foreign tax return and have submitted (1) the 2022 Foreign Tax Return with the Earnings, AGI, and Taxes Paid translated and converted to US dollars AND (2) the 2022 Wage Statements.						
		I am a victim of tax related identity theft and have notified the IRS. Attached is (1) the Tax Return Database View Transcript for 2022 AND (2) a signed, dated statement indicating I am a victim of IRS tax related identity theft, and the IRS is aware of the identity theft.						
2022 NON-TA	X FII	FRS						
		I was employed and ha All income sources/ame **** <mark>I have attached:</mark> (1	ounts are listed	d below.			al Tax Return.	
		Individual's Name	Name o	f Employer	Amount	of 2022 Income	•	
		I was not employed, did	d not have inco	ome, and was no	t required to fi	le a 2022 IRS Fe	ederal Tax Return.	
ENT	ER Y	OUR UIN						

Page 2 of 3

Section D - Student's Spouse Income Information

You MUST provide official 2022 federal tax information.

- (1) Use the Direct Data Exchange (DDX) on the FAFSA to transfer your 2022 tax information **OR**
- Submit a copy of the signed 2022 IRS Federal Tax Return including IRS Schedules 1, 2, and 3 sent to the IRS **OR**
- (3) Those students who did not file a 2022 IRS Federal Tax Return must mark the correct box below and submit copies of all W-2/1099 forms if required.

Please check the appropriate box and submit the requested documents. ONLY one box should be checked on this

page.	·	•						
2022 TAX FILERS								
	I have successfully used the Direct Data Exchange (DDX) on the FAFSA to transfer my 2022 tax information.							
	I have attached a copy of my signed 2022 IRS Federal Tax Return including IRS Schedules 1, 2, and 3 with my UIN on all pages.							
2022 TAX FILERS	with special circumstar	<u>nces</u>						
	I filed a 2022 amended tax return and have submitted (1) a signed 1040X AND (2) a copy of my signed 2022 IRS Federal Tax Return including Schedules 1, 2, and 3.							
	I filed a foreign tax return and have submitted (1) the 2022 Foreign Tax Return with the Earnings, AGI, and Taxes Paid translated and converted to US dollars AND (2) the 2022 Wage Statements.							
	I am a victim of tax related identity theft and have notified the IRS. Attached is (1) the Tax Return Database View Transcript for 2022 AND (2) a signed, dated statement indicating I am a victim of IRS tax related identity theft, and the IRS is aware of the identity theft.							
2022 NON-TAX FI	LERS							
	I was employed and had 2022 income but was not required to file a 2022 IRS Federal Tax Return. All income sources/amounts are listed below. ***** I have attached: (1) Copies of 2022 W-2 forms/1099 Misc. forms							
	Individual's Name	Name of Employer	Amount of 2022 Incom	ne				
Section E – Stu	I was not employed, did r	not have income, and was no	ot required to file a 2022 IR	RS Federal Tax Return.				
Financial Aid and Scho Department of Educat	plarships notices a discrepancy,	mation reported on this workshe I/we understand corrections to n nd that any such corrections may	ny FAFSA will be submitted d	irectly to the U.S.				
Student Signature	Date	Spouse S	ignature (if married)	Date				
together in person, b		r EVERY question and provident Financial Aid and Scholarsholarsholal Aid Requirements.						
ENTER	YOUR UIN		 					
Livibit	—							
A		Page 3 of 3						