

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

UIC Portal: <https://my.UIC.edu> -- Email: money@uic.edu -- Phone: (312) 996-3126



2026-2027 Health Professions Verification Worksheet Instructions

Failure to submit all documents together may result in a processing delay or less financial aid.

- (1) Complete the Verification Worksheet
- (2) Submit 2024 Tax Information for Tax Filer parents
- (3) Submit 2024 W-2 forms/1099 forms for Non-Tax Filer parents, if applicable
- (4) Include your University ID Number (UIN) on every page submitted

Complete the VERIFICATION WORKSHEET

- SIGN the form with handwritten signatures (no electronic signatures)
- Answer **ALL** questions

2024 TAX FILERS

Parents

FIRST TWO PAGES OF 2024
SIGNED IRS FEDERAL TAX RETURN

2024 NON-TAX FILERS

Parents

2024 W-2 AND 1099 FORMS IF
INCOME WAS EARNED IN 2024

2024 UNUSUAL TAX FILING SITUATIONS

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

AMENDED TAX FILERS:

- Copy of first two pages of the signed 2024 IRS Federal Tax Return
- Signed copy of the 2024 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)

- Signed copy of the 2024 foreign tax return with the Earnings, AGI, and Taxes Paid translated and converted to U.S. dollars
- 2024 Wage Statements

IRS IDENTITY THEFT VICTIMS:

- Copy of the first two pages of the signed 2024 IRS Federal Tax Return
- IRS 4674C letter or a signed and dated statement indicating the individuals were victims and the IRS is aware of their tax related identity theft



2026-2027 Health Professions Verification Worksheet

Section A – Student Information (Please Print Clearly)

Last Name	First Name	M.I.	UIN
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Section B – Family Information (Please Read Instructions Below Before Completing)

Please list the people in your parent(s)' household, including:

- (1) yourself (even if you don't live with your parents)
- (2) your parent(s) and/or stepparent if married according to FAFSA guidelines
- (3) your parents' other children if:
 - (a) they live with your parents or live apart due to a period of temporary absence (i.e., college enrollment) and your parents provide and will continue to provide more than half of their support between **July 1, 2026, and June 30, 2027, OR**
 - (b) the children would be required to provide parental information if they were completing a 2026-2027 FAFSA
- (4) other dependents if:
 - (a) they live with your parents AND
 - (b) your parents will provide more than half of their support between **July 1, 2026, and June 30, 2027**

Fill out the chart below – all fields must be completed.

Print the names of all household members as defined above. If you need more space, attach a separate sheet. Write in the complete name of the college for any household member listed (excluding parents), who will be attending college at least half-time between **July 1, 2026, and June 30, 2027**, in a program that leads to a degree/certificate. If the household member's college is UIC, write their University Identification Number (UIN) in the box with UIC listed as the college.

Full Name	Age	Relationship	College (Complete Name)	Expected College Graduation (Month and Year)
		Self	UIC	
		Parent	N/A	N/A

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Section C – Parent Income Information

Each parent listed on the FAFSA and in the Household Information section must provide official 2024 federal tax information.

- (1) Submit a copy of the **first two pages** of the signed IRS Federal Tax Return sent to the IRS **OR**
- (2) Those who did not file a 2024 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.

2024 TAX FILERS

- I have attached a copy of the **first two pages** of my signed 2024 IRS Federal Tax Return.

2024 TAX FILERS with special circumstances

- I filed a 2024 amended tax return and have submitted (1) a signed 1040X **AND** (2) a copy of the first two pages of my signed 2024 IRS Federal Tax Return.
- I filed a foreign tax return and have submitted that signed return with the Earnings, AGI, and Taxes Paid translated to US dollars, along with wage statements.
- I am a victim of tax-related identity theft and have notified the IRS. Attached are (1) the first two pages of my signed 2024 IRS Federal Tax Return **AND** (2) a copy of my IRS 4674C letter or signed, dated statement indicating I am a victim of IRS tax related identity theft, and the IRS is aware of the identity theft.

2024 NON-TAX FILERS

- I was employed and had 2024 income but was not required to file a 2024 IRS Federal Tax Return. All income sources/amounts are listed below.
******I have attached:**
(1) Copies of all 2024 W-2 forms/1099 Misc. forms

Individual's Name	Name of Employer	Amount of 2024 Income

- I was not employed, did not have income, and was not required to file a 2024 IRS Federal Tax Return.

Section D – Student and Parent Signatures

By signing this worksheet, I/we certify that all the information reported on this worksheet is correct to the best of our knowledge. If Student Financial Aid and Scholarships notices a discrepancy, I/we understand corrections to my FAFSA will be submitted directly to the U.S. Department of Education. Additionally, I/we understand that any such corrections may also warrant an adjustment to any financial aid for the 2026-2027 academic year.

Student's Signature Date Parent's Signature Date

****NOTE: Signatures cannot be typed or stamped. They must be a signature.****

2026-2027 Health Professions Verification Worksheet

Section E – Submission Instructions

What you should do:

1. Complete this entire worksheet. Answer all questions and SIGN the form.
2. Submit ALL documents at the same time.
3. Upload this form and all required documents on the UIC Portal.
 - a. Login to the UIC Portal at <https://my.UIC.edu>
 - b. Click on the “Student” tab
 - c. Click on “Financial Aid Menu”
 - d. You should then be on the Financial Aid “Home” tab
 - e. Choose the 2026-2027 Award Year
 - f. Under Unsatisfied Requirements, click “Choose File” (If the requirement is not listed, contact your Financial Aid Counselor at <https://financialaid.uic.edu/faq/contact-us/> to have the requirement added)

For additional upload instructions, please visit https://docs.financialaid.uic.edu/docs/PDF_upload_guide.pdf.