



# 2024-25 Dependent Verification Worksheet

You may type your information directly onto this form, print to sign, then submit it to the Office of Student Financial Aid. To avoid processing delays, do not submit this form until you have gathered all required documents/forms requested from you.

## Section 1. Student Information

Last name \_\_\_\_\_ First name \_\_\_\_\_ Middle Initial \_\_\_\_\_

UA Student ID #: \_\_\_\_\_

## Section 2. Household Information

List the people in your parents' household in the table below. Include:

- (1) yourself,
- (2) the parent(s), and
- (3) your parents' other children and other people, **if your parents will provide more than half of their support between 7/1/24 -6/30/25**. Do not include foster children.

Definition of a parent for financial aid purposes: A *parent* is defined as the biological or adoptive parent(s) of the student. If parents are married to each other, both parents' information must be included. If parents are not married to each other but live together in the same household, both parents' information must be included. If the student's parents are divorced or separated, use the information for the parent the student lived with more during the past 12 months. If that parent is remarried, the stepparent's information must be included. A legal guardian, grandparent, or foster parent is not considered a parent unless they have legally adopted the student.

Write your name and age on the first line below. **THEN** list the names, ages, and relationships to you for everyone else in your household (per the guidelines above). If anyone *but your parents* will be enrolled at least half-time in a degree or financial aid-eligible certificate program between July 1, 2024 and June 30, 2025, include the name of the school they will be attending. If more space is needed, continue this table on a separate page with the student's name and UA Student ID number at the top.

| Full name | Age   | Relationship to Student in Section 1 | Sibling College/Univ. in 2024-25 (do not include PSEO or CCP) |
|-----------|-------|--------------------------------------|---|
| _____     | _____ | Self (student from Section 1)        | University of Akron   |
| _____     | _____ | _____                                | _____   |
| _____     | _____ | _____                                | _____   |
| _____     | _____ | _____                                | _____   |

## Section 3. Additional Requirements

**Do not submit this form until you have gathered all other required documents/forms to avoid processing delays.**

All other required documents/forms are listed on your Workday Homepage. University of Akron form(s) listed can be found under the "Verification Forms" heading on our website, [www.uakron.edu/finaid/forms](http://www.uakron.edu/finaid/forms).

If your To Do list includes "2022 IRS Tax **Return** Transcripts," you can order a free copy from the IRS. Start at <https://www.irs.gov/individuals/get-transcript> and follow the prompts for "Get Transcript by MAIL." Be sure to request tax **return** transcripts. We cannot accept tax account transcripts. We can also accept 2022 hand-signed 1040 forms. The tax return transcript from the IRS is double-sided. Make a copy for your records and be sure to submit a copy of both sides of all pages to the Office of Student Financial Aid.

**Section 4. Certification.** Each person signing this worksheet certifies that all of the information reported on it is complete and accurate. **Warning:** If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Electronic signatures will not be accepted. Please print this form to sign before submitting.**

## Section 5. Submission.

**Do not submit this form until you have gathered all other required documents/forms to avoid delays in processing. When all required documents have been gathered, you may submit all requested documents via the action item link on your Workday Homepage or bring it to our office on the 2nd floor of Simmons Hall. Watch for two-sided documents. Be sure to include both sides when faxing. Do not email any documents with personally identifiable information.**