2026-27 Standard Verification Worksheet

Your 2026-2027 FAFSA was selected for review in a process called verification by the U.S. Department of Education. Carlow University is required by federal law to compare your FAFSA with the information on this worksheet and with your 2024 federal tax documents. This includes spouse's information if married and parents' information if you are considered a dependent student for federal aid purposes. Complete and sign this worksheet, attach any required documents, and submit them to the Financial Aid Office.

Once verification is complete, necessary corrections may need to be submitted to the Central Processing System which may or may not adjust the Student Aid Index (SAI).

Your financial aid offer is not finalized until verification is complete, so it is important to submit all documentation as soon as possible!

udent Informatio	on			
Last Name	First Name	MI	Birthdate	Student ID #
Address (include apartment number, if applicable)			Email Address	
City	State	Zip	Phone Number (include area	a code)

Family Information

List the name and age of ALL household members, as defined below. Also include the name of the college for household members, excluding your parent(s), who will be enrolled at least half-time in a degree, diploma, or certificate program at a post-secondary educational institution any time between July 1, 2026, and June 30, 2027.

Dependent Student:

- Yourself
- Your parent(s), including stepparent (if applicable). Do not include your non-custodial parent.
- Your parent(s)' other dependent children if you parent(s) will provide more than half of their support from July 1, 2026, through June 30, 2027.
- Other people only if they now live with your parent(s) and your parent(s) will provide more than half of their support from July 1, 2026, through June 30, 2027.

Independent Student:

- Yourself
- Your spouse (if applicable)
- Your children, if you will provide more than half of their support from July 1, 2026, through June 30, 2027.
- Other people only if they now live with you and you will provide more than half of their support from July 1, 2026, through June 30, 2027.

Name (First and Last)	Age	Relationship to Student College (if applicable)
		Self Carlow University

Tax St	tatus	and Requirements: Student/Sp	ouse <i>Check</i>	all applicable boxes.			
(1)		The student and/or spouse filed a 2024 fer Tax Information (FTI) through Direct Data E		urn and provided consent on the FAFSA to transfer 2024 Federal			
(2)		The student and/or spouse filed a 2024 federal income tax return but did not, or could not, use the Direct Data Exchange to transfer 2024 income information on the FAFSA. You must attach a signed copy of the 2024 federal tax return or the IRS Tax Return Transcript.					
(3)		The student and/or spouse worked in 2024 but did not file and were not required to file a 2024 federal tax return. Attach copies of W-2 forms and complete the following box. Continue to complete (5).					
		Employee Name	Employer	Amount Earned in 2024			
				\$			
				\$			
				\$			
(4)		The student and/or spouse had no taxable return. Continue to complete (5).	income from work a	nd did not file and were not required to file a 2024 federal tax			
(5)				24 federal income tax return and that attempts to obtain a The non-filer is: student spouse both.			
Tax St	tatus	and Requirements: Parent (if de	ependent)	Check all applicable boxes.			
(1)		Parent(s) filed a 2024 federal income tax r (FTI) through Direct Data Exchange (DDX)		consent on the FAFSA to transfer 2024 Federal Tax Information			
(2)		Parent(s) filed a 2024 federal income tax return but did not, or could not, use the Direct Data Exchange to transfer 2024 income information on the FAFSA. You must attach a signed copy of parents' 2024 federal tax return or the IRS Tax Return Transcript.					
(3)		Parent(s) worked in 2024 but did not file a complete the following box. Continue to co		d to file a 2024 federal tax return. Attach copies of W-2 forms and			
		Parent Employee Name	Parent Employe	Parent Amount Earned in 2024			
				\$			
				\$			
				\$			
(4)		Parent(s) had no taxable income from work complete (5).	and did not file and	were not required to file a 2024 federal tax return. Continue to			
(5)				24 federal income tax return and that attempts to obtain a The non-filer is: parent 1 parent 2 both parents.			
Signa	ture						
I/we	certif		financial aid eligibil	ect. I/we understand that changes in my FAFSA information based on ty. Please note: Signatures must be handwritten (ink signatures).			
	lent Sig ignatui	nature e is required. E-signature is not acceptable.	Date	Parent Signature (required for dependent students) Date Ink signature is required. E-signature is not acceptable.			

Scan and email this form and all required documents to finaid@carlow.edu, upload to your Self-Service record, or mail to Carlow University, Financial Aid Office, 3333 Fifth Avenue, Pittsburgh, PA 15213.



Instructions for Obtaining Tax Documents

Recommended

FAFSA IRS Direct Data Exchange (DDX)

The most efficient way to provide your IRS tax information is by using the IRS Direct Data Exchange (DDX) within your FAFSA application. In most cases, no further income verification documentation is required when using this tool as long as the information is unchanged.

- Go to studentaid.gov
- Log in and go to the Account Dashboard.
- Select "Action Required" under "My Activity" section.
- Provide consent and approval.
- Navigate through the form.
- Sign and submit the section of the form.



IMPORTANT: If you successfully used the IRS Direct Data Exchange, you do not need to submit a Tax Return or Tax Return Transcript.

Options for Getting Your IRS Tax Return Transcript, if available

Online Request

- Go to IRS.gov
- On the IRS homepage, select "Get your tax records and transcripts".
- Select "Sign in to your online account" or "Get transcript by mail".
- Make sure to request the "IRS Tax Return Transcript," and NOT the "IRS Tax Account Transcript."

Telephone Request

• 1-800-908-9946

Paper Request Form

• IRS Form 4506T-EZ or IRS Form 4506-T

Options for Getting Your IRS Verification of Non-Filing, if available

Online Request

- Go to IRS.gov
- On the IRS homepage, select "Get Your Tax Record."
- Select "Get Transcript ONLINE" or "Get Transcript by MAIL."
- Request "Verification of Non-Filing"

Paper Request Form

• IRS Form 4506-T

Tax Filers with Special Circumstances

- Individuals who filed an amended IRS Income Tax Return: Provide a copy of the IRS tax return transcript or a signed copy of the tax return and a signed copy of the IRS Form 1040X.
- Individuals who were victims of tax administration identity theft: Call the IRS at 1-800-908-4490.
- Individuals who filed non-U.S. Income Tax Returns: Provide a signed copy of that income tax return(s); or a transcript obtained from a government of a U.S. territory or commonwealth, or a foreign central government that includes all the tax filer's income and tax information required to be verified for the tax year.
- Divorced/Separated students or parents who filed "Married Filing Jointly" must also attach W-2 Forms.
- Married students or parents must also submit a spouse's tax return even if not married in 2024.