



More information can be found at hcc-nd.edu/verification

Student's Name _____ HCC id _____
Last First

Student's Date of Birth ____/____/____ Student's Phone _____

STEP 1 - Household Information – 2020-21 Academic Year

Parents' Marital Status (Select One)

<input type="checkbox"/> Married	<input type="checkbox"/> Divorced	<input type="checkbox"/> Unmarried, living together	<input type="checkbox"/> Unmarried, not living together
<input type="checkbox"/> Separated	<input type="checkbox"/> Widowed	<input type="checkbox"/> Single adoptive parent	<input type="checkbox"/> Single, donor conceived child

Carefully read the instructions and, in the chart below, include:

- Student
- Student's legal parent(s) – biological or adoptive
 - If your legal parents are married or not married, separated, or divorced but live together, list both parents.
 - If your legal parents are separated or divorced (and do not live together), list the parent who you lived with most during the last 12 months. If remarried, list legal parent and stepparent.
 - If your parent was never married (and does not live with your other legal parent) or widowed (and not remarried), list that parent. If widowed and remarried, list legal parent and stepparent.
- Student's parent(s)' other dependent children if your parent(s) will provide more than half of their support from July 1, 2020 through June 30, 2021 (list these children even if they do not live with your parents)
- Other people only if they live with student's parent(s) and student's parent(s) provide more than half of their support and will continue to do so from July 1, 2020 through June 30, 2021
- Provide college information for those attending at least half-time during the 2020-21 academic year in a program leading to a degree, diploma, or certificate

Full Name	Age	Relationship	Name of College
		<i>Student</i>	<i>Holy Cross College</i>

**VERIFICATION WORKSHEET (V1)
DEPENDENT STUDENT**

STEP 2 - Student 2018 Tax Filing Status

Did you file or were you required to file a 2018 U.S. Federal Income Tax Return?

- Yes Review tax verification information below. Continue to STEP 3.
- No, and I had no earnings from work. Continue to STEP 3.
- No, but I had some earnings from work. Submit a [Student Non-Tax Filer's Statement](#) and all earnings statements (e.g., W-2, 1099-MISC) received in 2018. Form can be downloaded at hcc-nd.edu/verification. Continue to STEP 3.

STEP 3 - Parent(s) 2018 Tax Filing Status

Did you file or were you required to file a 2018 U.S. Federal Income Tax Return?

- Yes. Review tax verification information below. Continue to STEP 4.
- No, and my parent(s) had no earnings from work. Submit a *Verification of Non-filing Letter* from the IRS for 2018 (obtained online at irs.gov or by calling 1-800-908-9946). Continue to STEP 4.
- No, but my parent(s) had some earnings from work. Submit the [Parent Non-Tax Filer's Statement](#), all parent(s)' earning statements (e.g., W-2, 1099-MISC) received in 2018, and a *Verification of Non-filing Letter* from the IRS for 2018 (obtained online at irs.gov or by calling 1-800-908-9946). Form can be downloaded at hcc-nd.edu/verification. Continue to STEP 4.

Tax Verification Information

If 2018 taxes were filed for student and/or parent(s), the information reported on the FAFSA must be verified. You may skip this step if you used the IRS Data Retrieval Tool (DRT) when completing the FAFSA. You will know that your federal tax return information was transferred via the IRS DRT when the words "Transferred from the IRS" are displayed in place of the IRS information in your FAFSA form. If you have not already provided this information directly from the IRS via the DRT on the FAFSA, complete one of the following steps:

- 1) Preferred: Update and resubmit the FAFSA using the [IRS Data Retrieval Tool](#) for student and/or parent(s) tax information. Holy Cross College will receive an updated FAFSA 3-5 days after submission.
- 2) If not eligible to use IRS DRT, [request official student and/or parent\(s\) tax return transcript\(s\) from the IRS](#) and then send them to Holy Cross College.

STEP 4 – Certification

I certify that all of the information reported on this worksheet is complete and correct. The student and student's parent must sign this worksheet. **Electronic signatures are not acceptable.**

Student Signature _____ Date _____

Parent Signature _____ Date _____

Please submit completed and signed form, along with supporting documentation, to the Holy Cross College Office of Financial Aid:

Email: financialaid@hcc-nd.edu Mail: PO Box 308 Notre Dame, IN 46556-0308 Fax: 574.239.8323