

Dependent Verification Worksheet

Office of Student Financial Services
P. O. Box 20036 • Houston, TX 77225
(713) 500-3860 phone • (713) 500-3863 fax
<https://www.uth.edu/sfs/>

Student ID

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Your 2026–2027 Free Application for Federal Student Aid (FAFSA) was selected for verification. Federal regulations require the institution to verify the information you and your parents reported by comparing your FAFSA data with this worksheet. If differences are found, your FAFSA may be corrected. Federal aid cannot be disbursed until all required information is submitted and the verification process is complete.

You and one parent whose information was included on the FAFSA must complete, sign, and submit this worksheet. If the contributing parent listed on FAFSA is remarried, include information for both the parent and stepparent.

Additional documentation may be requested. For questions, contact the Office of Student Financial Services. Submit forms online through myUTH or in person at UCT Building, 7000 Fannin, Suite 2220, Houston, TX 77030.

If more space is needed, attach a separate page labeled with the student's name and ID number.

COMPLETE ALL SECTIONS

Student Last Name	First Name	M.I.	Student Date of Birth
Student Street Address (include apt. no.)			Student Email Address
City	State	Zip Code	() Student Phone Number

A. FAMILY SIZE

List below the people included in the parents' family size. The criteria for "dependent children" or "other persons" align with the requirement of those whom the parent could claim as a dependent on a U.S. tax return if the parent were to file a U.S. tax return at the time of completing the 2026-2027 FAFSA. Unborn children should not be included in family size. Our office reserves the right to request additional documentation if we have reason to believe the information regarding family size is inaccurate.

Include:

- **The student**
- **The student's parents** (or stepparent, if applicable), even if the student is not living with the parents. Include a parent who is on active duty in the U.S. Armed Forces apart from the family. Exclude a parent who is deceased or is not living in the household due to separation or divorce.
- **The student's siblings** if all the following are true:
 - They live with the student's parents (or live apart because of college enrollment)
 - They receive more than half their support from the student's parents; AND
 - They will continue to receive more than half their support from the student's parents during the award year
- **Other people**, if the following are true:
 - They live with the student's parents
 - They receive more than half their support from the student's parents; AND
 - They will continue to receive more than half their support from the student's parents during the award year

Full Name	Age	Relationship	College
		<i>Student</i>	
		<i>Parent/Stepparent</i>	<i>Intentionally left blank</i>
		<i>Parent/Stepparent</i>	<i>Intentionally left blank</i>

B. STUDENT TAX FILER

Complete this section if the student *filed* or *will file* a 2024 Federal Income Tax Return with the IRS.

Check the applicable box(es):

- I consented to transfer 2024 federal tax information from the IRS to the 2026-2027 FAFSA.
- I consented, but I am *not eligible* to transfer 2024 federal tax information from the IRS to the 2026-2027 FAFS and have provided the required documentation as follows:
- 2024 Federal IRS Income Tax Return Transcript(s); or
- 2024 Federal Income Tax Return (must be signed) with applicable schedules and W-2 forms

C. STUDENT NON-FILER

Complete this section if the student *will not file* and *is not required* to file a 2024 Federal Income Tax Return with the IRS.

Check the applicable box:

- I certify that I was not employed and had no income earned from work in 2024.
- I certify that I have not filed and am not required to file a 2024 income tax return, and all income earned from work, other income and resources for the 2024 tax year are listed below and all 2024 IRS W-2 forms or equivalent documents have been uploaded.

Employer and/or Other Source of Income/Resources <small>(Example: ABC's Auto Body Shop; Rental property)</small>	W-2 or Equivalent Provided?	Annual Amount Earned in 2024
Total amount of income		\$

D. PARENT TAX FILER

Complete this section if your parents *filed* or *will file* a 2024 Federal Income Tax Return(s) with the IRS or other relevant tax authority.

Check the applicable box(es):

- My parents consented to transfer 2024 federal tax information from the IRS to the student's 2026-2027 FAFSA
- My parents consented, but are *not eligible* to transfer 2024 federal tax information from the IRS to the students' 2026-2027 FAFSA, and have provided the required documentation as follows:
 - 2024 IRS Tax Return Transcript(s)
 - 2024 Federal Income Tax Return (must be signed) with applicable schedules and W-2 forms
 - 2024 Tax Return and W-2 form or equivalent tax document provided by a foreign tax authority (must be signed). Amounts must be converted to U.S. dollars using the currency exchange rates converter at <https://fiscaldata.treasury.gov/currency-exchange-rates-converter/>

Contact our office if your parents filed separate IRS income tax returns or if there was a change in marital status after December 31, 2024.

If you/your parents have atypical tax filing circumstances—such as filing an amended 2024 income tax return, receiving an IRS filing extension beyond the automatic six-month period, being a victim of tax-related identity theft, or filing a non-IRS tax return—please review the guidance provided in the *Verification Disclosure*. Click [here](#) to access the full disclosure and ensure you submit all required documentation.

E. PARENT NON-FILER

Complete this section if your parents *will not file* and *are not required* to file a 2024 Federal Income Tax Return with the IRS or other relevant tax authority. Amounts must be converted to U.S. dollars using the currency exchange rates converter at <https://fiscaldata.treasury.gov/currency-exchange-rates-converter/>

Check the applicable box:

- I certify that neither parent was employed, and neither had income earned from work in 2024.
- I certify that one or both of my parents were employed in 2024, but neither has filed nor is required to file a 2024 income tax return or equivalent document. All income earned from work, other income, and resources for the 2024 tax year are listed below, and all required 2024 IRS W-2 forms or equivalent documents have been uploaded.

Employer and/or Other Source of Income/Resources <small>(Example: ABC's Auto Body Shop; Rental property)</small>	W-2 or Equivalent Provided?	Annual Amount Earned in 2024
Total amount of income earned from work		\$

- I certify that one or both of my parents have other income and resources that supported us for the 2024 tax year, and they were not required to file a 2024 income tax return or equivalent document. Each source of income, including the amounts, is listed below.

Employer and/or Other Source of Income/Resources <small>(Example: ABC's Auto Body Shop; Rental property)</small>	Annual Amount Earned in 2024
Total Amount of Income Earned from Work	\$

Student Name _____
Last First M.I.

Student ID:

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Parents of dependent students who do not have a Social Security Number (SSN), Individual Taxpayer Identification Number (ITIN), or Employer Identification Number (EIN) must complete the section below:

I certify that one or both of my parents do not have a Social Security Number (SSN), Individual Taxpayer Identification Number (ITIN), or Employer Identification Number (EIN)

Individuals who would file a non-IRS tax return if they were to file are required to submit a Verification of Non-filing (VNF) from a relevant tax authority other than the IRS for the tax year being verified. Complete the section below:

Verification of non-filing from a tax authority other than the IRS dated on or after October 1, 2025, has been provided; or

An attempt was made to obtain a Verification of non-filing from a tax authority other than the IRS, but it could not be obtained. State the reason below. Your parent's signature on this document confirms that the Verification of non-filing cannot be obtained.

Reason: _____

F. CERTIFICATION AND SIGNATURES

Each person signing this verification worksheet certifies that all the information reported is complete, correct, and acknowledges access to the *Verification Disclosure* containing FA-DDX recommendations and information for individuals with atypical tax filing circumstances. The student and one parent whose information was reported on the FAFSA must sign and date below.

WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both.

Student Signature

Date

Parent Signature (Required)

Date

Digital or computer-generated Signatures Not Accepted