

Independent Verification Worksheet

Office of Student Financial Services
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(713) 500-3860 phone • (713) 500-3863 fax
<https://www.uth.edu/sfs/>

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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 spouse, if married) 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 must complete, sign and submit this worksheet. If the student is married or remarried, the student’s spouse may be required to submit tax and/or income documentation.

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 student’s family size. The criteria for "dependent children" or "other persons" align with the requirement of those whom the student and spouse, if married, could claim as a dependent on a U.S. tax return if they were to file a U.S. tax return at the time of completing the 2026-2027 FAFSA. Our office reserves the right to request additional documentation if we have reason to believe that the information regarding family size is inaccurate.

Include:

- **The student**
- **The student’s spouse**, if the student is married
- **The student’s (or spouse’s) dependent children** if all of the following are true:
 - They live with the student (or live apart because of college enrollment)
 - They receive more than half their support from the student; AND
 - They will continue to receive more than half their support from the student during the award year
- **Other persons** if the following are true:
 - They live with the student
 - They receive more than half their support from the student; AND
 - They will continue to receive more than half their support from the student during the award year

Full Name	Age	Relationship	College
		<i>Student</i>	

B. STUDENT TAX FILER

Complete this section if the student (and spouse, if married) **filed or will file a 2024 Federal Income Tax Return with the IRS.**

Check the box that applies:

- My spouse (if married) and I consented to transfer 2024 federal tax information from the IRS to the 2026-2027 FAFSA.
- My spouse (if married) and I consented, but are/am not eligible to transfer 2024 federal tax information from the IRS to the 2026-2027 FAFSA and have provided the school with one of the following:
 - 2024 Federal IRS Income Tax Return Transcript(s); or
 - 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/>

Student Name _____
 Last First M.I.

Student ID:

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

If you 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.

C. STUDENT NON-FILER

Complete this section if the student (and spouse, if married) **will not file and are not required to file a 2024 Federal Income Tax Return with the IRS**. 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:

- My spouse and I certify that we were not employed and had no income earned from work in 2024.
- My spouse and/or I certify that we/I have not filed and are 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 2023
Total amount of income		\$

- My spouse and/or I certify that we/I have other income and resources that supported us/myself for the 2024 tax year, and are 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	
\$	

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:

Check the applicable box:

- 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 signature on this document confirms that the Verification of non-filing cannot be obtained.

Reason: _____

D. 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 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 (Required)

 Date

 Spouse Signature (Optional)

 Date