Fairfield University Office of Financial Aid

2026–2027 Dependent Student Verification Worksheet

Please complete all sections of this worksheet and submit this form to finaid@fairfield.edu, or upload to the student's Net Partner portal. Alternatively, you can fax this information to 203-254-4008, or mail to Office of Financial Aid, 1073 North Benson Rd, Fairfield, CT 06824.

A. Student Information

Last Name _____ First Name _____ Fairfield Student ID Number _____

Permanent Address _____ Preferred Phone Number _____

Email Address _____ Parent Email Address _____

B. Family and College Information

Do not leave blanks. Enter "N/A" if appropriate.

Please review the following instructions carefully and complete the table below with the required information. Include:

1. **Yourself, the Student**
2. **Your Parent of Record** (parental information reported on the FAFSA)
   - Include both of your legal parents (biological and/or adoptive) if they live in the same house (regardless of marital status). Include a parent who is on active duty in the U.S. Armed Forces apart from the family.
   - Include the stepparent if the parent of record is re-married
   - Exclude a parent who has died or is not living in the household because of separation or divorce.
3. **Your Siblings and Parents' Dependent Children**
   - Include siblings, stepsiblings, and other children if they live with your parent(s) (even if they live apart due to college enrollment) who receive more than half of their support from your parent(s) and will continue to receive more than half of their support from your parent(s) from July 1, 2026, through June 30, 2027. Unborn children should not be included.
4. **Other People**
   - Other people (i.e., grandparents, cousins) if they live with your parent(s) and receive more than half of their support from your parent(s) and will continue to receive more than half of their support from your parent(s) from July 1, 2026, through June 30, 2027.

Please indicate the college name and respond with "Yes" or "No" for any household member who will be enrolled, or is currently enrolled at least half-time, in a degree, diploma, or certified program at an eligible post-secondary educational institution between July 1, 2026, and June 30, 2027. You do not need to indicate where the parent(s) went to college or university.

If more space is needed, please include an additional page with the student's name and Fairfield ID number in the top right corner.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half-Time (Y/N)
		Self		
		Parent of Record		

C. Instructions for Parent and Student Income

If you have consented to enter your Federal Tax Information (FTI) manually when completing the FAFSA, you must submit either a signed copy of the 2024 Tax Return, with all schedules, or an IRS Tax Return Transcript for every tax filer. If your parents are married or unmarried and live together, but filed their returns separately, signed 2024 Tax Returns, with all schedules, or 2024 IRS Tax Return Transcripts are needed for both parents.

Parent Non-Tax Filers: If your parent(s) did not or will not file a 2024 IRS Tax return, and they were NOT required to, you must provide a copy of their 2024 IRS Verification of Non-Filing Letter dated on or after October 1, 2025. You can obtain a 2024 Verification of Non-Filing Letter by visiting the IRS.gov website and selecting "Get My Tax Record," then clicking "Get Transcript Online." The non-filing letter is regarded as a transcript type. Additionally, you must upload copies of all 2024 W-2(s) and/or 1099(s) to the student's Net Partner account.

D. Parent Income Information

Check the box that applies.

- ☐ My parent(s) filed a 2024 IRS federal, Puerto Rico, or other foreign tax return.
- ☐ My parent(s) did not work in 2024, earned no income, and did not/will not/were not required to file a 2024 IRS federal, Puerto Rico, or other foreign tax return.
- ☐ My parent(s) earned income in 2024 but did not/will not/were not required to file an IRS federal, Puerto Rico, or other foreign tax return. Please fill out the chart below and provide a Verification of Non-Filing letter from the IRS or foreign entity for the year 2024, as well as any relevant 2024 W-2s and/or 1099s.

Parent Source(s) of Income for Non-Tax Filers	2024 Amount Earned	W-2/1099 Attached? (Y/N)?

E. Student Income Information

Check the box that applies.

- ☐ I filed a 2024 IRS federal, Puerto Rico, or other foreign tax return. This information, and all schedules, will be uploaded.
- ☐ I did not work in 2024, did not earn any income, and did not/will not/was not required to file a 2024 IRS federal, Puerto Rico, or other foreign tax return.
- ☐ I earned income in 2024 but did not/will not/was not required to file an IRS federal, Puerto Rico, or other foreign tax return. Please fill out the chart below.

Student Source(s) of Income for Non-Tax Filers	2024 Amount Earned	W-2/1099 Attached (Y/N)?

F. Certifications

Each person signing this document affirms that all the data and information reported on this form and any attachments to this form are accurate and complete. I agree to provide additional documentation if requested. I further agree to notify your office of any error or omission. WARNING: Per Federal regulation, if false or misleading information is purposely provided on this worksheet, you may be fined, sentenced to prison, or both. **PLEASE DO NOT SIGN THIS FORM ELECTRONICALLY/DIGITALLY.**

Student's Signature:_____ Parent's Signature: _____

Date:_____ Date: _____