



2026-2027 Verification Worksheet – Independent

Please Return To:

Office of Financial Assistance Dropbox

<https://www1.villanova.edu/university/office-of-financial-assistance/contact-us/dropbox-and-important-forms.html>

Step 1 – Student Information:

First Name

Villanova University Student ID Number

Step 2 – Family Size Information -You Must Complete Each Section

In the chart below please include:

- Yourself, the student
- The student's spouse, if applicable
- The student's dependent children if the following are true:
 - They live with the student (or live apart because of college enrollment);
 - They receive more than half of 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 of their support from the student; and
 - They will continue to receive more than half their support from the student during the award year.
- **DO NOT LEAVE ANY SECTION BLANK** (age, relationship, etc.)

*Relationship options: student, parent/stepparent, brother/sister, student's spouse, student's child, grandparent, etc.

Continue onto the next page....

Step 3 – Rollover in 2024

Did the student have a rollover from an IRA, annuity or pension in 2024?

Yes No

If yes, what was the amount of the rollover?

Did the student's spouse, if applicable, have a rollover from an IRA, annuity, or pension in 2024?

Yes No

If yes, what was the amount of the rollover?

Step 4-Student's Tax Filing Status – Calendar Year 2024

Have you or will you be required to file a **2024** US Federal Income Tax Return, US Territory, or Foreign National Tax Return?

YES. Submit the ***Direct Data Exchange*** through your FAFSA **or** submit your ***IRS Tax Return Transcript***, which you can request from the IRS at <https://www.irs.gov/individuals/get-transcript>. Continue to Step 4

NO, but I had some earnings from work. Complete, and submit a ***Student Non-Tax Filer's Statement***, which is available on the Office of Financial Assistance's website. Be sure to include all 2024 W-2 and 1099 forms you received. You must also submit an ***IRS Verification of Non-filing Letter***, which you can request from the IRS at <https://www.irs.gov/individuals/get-transcript>. Continue to Step 5.

NO, and I had no earnings from work. Complete, and submit a ***Student Non-Tax Filer's Statement***, which is available on the Office of Financial Assistance's website. You must also submit an ***IRS Verification of Non-filing Letter***, which you can request from the IRS at <https://www.irs.gov/individuals/get-transcript>. Continue to Step 5, if applicable, or Step 6.

Step 5 – Spouse's Tax Filing Status – Calendar Year 2024

If you are married, has your spouse filed or will be required to file a **2024** US Federal Income Tax Return, US Territory, or Foreign National Tax Return?

YES. Submit the ***Direct Data Exchange*** through your FAFSA **or** submit your ***IRS Tax Return Transcript***, which you can request from the IRS at <https://www.irs.gov/individuals/get-transcript>. Continue to Step 5.

NO, but I had some earnings from work. Complete, and submit a ***Non-Tax Filer's Statement***, which is available on the Office of Financial Assistance's website. Be sure to include all 2024 W-2 and 1099 forms you received. You must also submit an ***IRS Verification of Non-filing Letter***, which you can request from the IRS at <https://www.irs.gov/individuals/get-transcript>. Continue to Step 5.

NO, and I had no earnings from work. Complete, and submit a ***Non-Tax Filer's Statement***, which is available on the Office of Financial Assistance's website. You must also submit an ***IRS Verification of Non-filing Letter***, which you can request from the IRS at <https://www.irs.gov/individuals/get-transcript>. Continue to Step 6.

Step 6 – Certification

By signing this worksheet, I certify all the information reported is complete and correct (Must be a wet signature, you cannot electronically sign this form):

Student Signature

Date

Spouse Signature (if married)

Date