

Please submit this document to your respective Financial Aid Office.

**STEP 1 – STUDENT INFORMATION**

Last Name	First Name	Social Security Number	Student ID Number
Permanent Address	Street & Number	City/State/Zip	Date of Birth
Local Phone Number (Include Area Code)	Permanent Phone Number (Include Area Code)	Email Address	

**STEP 2 – FAMILY INFORMATION**

If you are a **dependent student**, include:

- ❖ Yourself
- ❖ Your parent(s) (including a stepparent) even if you do not live with your parent(s).  
*For the purpose of completing your FAFSA and verification, parent(s) reported in your household include:*
  - *If your legal parents (your biological and/or adoptive parents, or parents as determined by the state [e.g., a parent listed on your birth certificate]) are married to each other, include both of them.*
  - *If your legal parents are not married to each other and live together, include both of them. This includes divorced or separated parents who live together.*
  - *If your parents are divorced or separated and don't live together, include the parent with whom you lived more during the past 12 months. If you lived the same amount of time with each divorced or separated parent, include the parent who provided more financial support during the past 12 months or during the most recent 12 months that you actually received support from a parent.*
  - *If your legal parent is widowed or was never married, include that parent.*
- ❖ Your parents' other children if your parent(s) will provide more than half of their support from July 1, 2023, through June 30, 2024, or if the other children would be required to provide parental information if they were completing a FAFSA for 2023– 2024. Include children who meet either of these standards even if a child does not live with your parent(s).
- ❖ Other people if they now live with your parent(s) and the parent(s) provide more than half of the other person's support and will continue to provide more than half of that person's support through June 30, 2024.

For any household member (**not including parents**) who is, or will be, enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2023, and June 30, 2024, include the name of the college.

*If more space is needed, please attach a separate page with your, the student's, name and ID number at the top.*

Full Name	Age	Relationship	Name of College/Degree Program <i>(if at least half-time 2023-2024)</i>
		<i>Self</i>	<i>Columbia University in the City of New York</i>

**STEP 3 – STUDENT TAX TRANSCRIPT & INCOME INFORMATION**

Complete this section if you filed or will file a 2021 income tax return, or if you will not file and are not required to file a 2021 income tax return with the IRS or other relevant tax authority. *The best way to verify income from your 2021 US federal tax return is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at [FAFSA.gov](https://fafsa.gov).*

**Check the box that applies to your 2021 income tax return:**

- You have used the IRS DRT in *FAFSA on the Web* to transfer 2021 IRS income tax return information into your FAFSA.
- You have not yet used the IRS DRT in *FAFSA on the Web* but will use the tool to transfer 2021 IRS income tax return information into the student’s FAFSA once the 2021 IRS income tax return has been filed.
- You are unable or choose not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a **2021 Tax Return Transcript or a signed copy of your 2021 income tax return and applicable schedules from the IRS or other relevant tax authority.**
- You will not file and are not required to file a 2021 income tax return. Select below:
  - Check here if you were employed and had income earned from work in 2021.
  - Check here if you were not employed and had no income earned from work in 2021.

**Complete the table below only if you did NOT file taxes and earned income in 2021:**

List below the names of all employers and the amount earned from each employer in 2021. You must provide an IRS W-2 or equivalent document for each source of income from employment listed.

Source of Income (Fill out only if you did NOT file taxes)	Amount Earned in 2021
<b>TOTAL</b>	

**STEP 4 – PARENT TAX TRANSCRIPTS & INCOME INFORMATION**

Complete this section if your parent(s) filed or will file a 2021 income tax return, or if your parent(s) will not file and are not required to file a 2021 income tax return with the IRS or other relevant tax authority. *The best way to verify income from your parent(s) 2020 US federal tax return is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at [FAFSA.gov](https://fafsa.gov).*

**Check the box that applies to your parent(s) 2021 income tax return:**

*It may be appropriate to select multiple boxes if your household is comprised of two parents who have different responses to the elections below.*

- Your parent(s) have used the IRS DRT in *FAFSA on the Web* to transfer 2021 IRS income tax return information into your FAFSA.
- Your parent(s) have not yet used the IRS DRT in *FAFSA on the Web* but will use the tool to transfer 2021 IRS income tax return information into your FAFSA once the 2021 IRS income tax return has been filed.
- Your parent(s) are unable or choose not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a 2021 Tax Return Transcript(s) or a signed copy of their 2021 income tax return and applicable schedules from the IRS or other relevant tax authority.
- Your parent(s) will not file and are not required to file a 2021 income tax return. Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2022, that indicates a 2021 income tax return was not filed with the IRS or other relevant tax authority. Select below:
  - Check here if neither of your parent(s) were employed and had no income earned from work in 2021.
  - Check here if one or both of your parent(s) were employed and had income earned from work in 2021.

**STEP 4 (continued) – PARENT TAX TRANSCRIPTS & INCOME INFORMATION**

Name of parent(s) who will not file and are not required to file a 2021 income tax return with the IRS or other relevant tax authority.

**Complete the table below only if your parent(s) did NOT file taxes and earned income in 2021:**

List below the names of all employers and the amount earned from each employer in 2021. You must provide an IRS W-2 or equivalent document for each source of income from employment listed.

Source of Income (Fill out only for parent(s) who did NOT file taxes)	Amount Earned in 2021
<b>TOTAL</b>	

**Check the box that represents the verification of non-filing document provided for your parent(s) ONLY if your parent(s) did NOT file taxes in 2021:**

*It may be appropriate to select multiple boxes if your household is comprised of two parents who have different responses to the elections below.*

- Verification of non-filing is provided for your parent(s).
- Verification of non-filing will be provided for your non-filing parent(s) later.
- Your non-filing parent(s) have attempted and are unable to obtain verification of non-filing from the IRS or other relevant tax authority.
- Your non-filing parent(s) is ineligible to obtain verification of non-filing from the IRS or other relevant tax authority.  
**Check the box that applies to your parent(s) ineligibility to obtain verification of non-filing:**
  - Non-filing individual(s) in foreign countries that do not have a tax authority.
  - Non-filing individual(s) in foreign countries whose tax authority does not provide verification of non-filing or similar documentation.
  - Domestic non-filing individual(s) who do not have a Social Security Number (SSN), Employee Identification Number (EIN), or Individual Taxpayer Identification Number (ITIN). These individuals must provide a signed statement with the students name and ID number at the top certifying they do not have a SSN, an ITIN, or an EIN and listing the sources and amounts of earnings, other income, and resources that supported them for the 2021 tax year.

**STEP 5 – CERTIFICATION**

**By signing this worksheet, I certify all the information reported is complete and correct:**

---

<i>Student Signature</i>	<i>Date</i>	<i>Student Name (Please Print)</i>	<i>Student ID Number</i>
--------------------------	-------------	------------------------------------	--------------------------

---

<i>Parent Signature</i>	<i>Date</i>	<i>Parent (Please Print)</i>	
-------------------------	-------------	------------------------------	--

**NOTE:** Additional documents and/or information beyond those listed in this form may be needed to satisfy the requirements of Verification. Your respective Financial Aid Office will notify you of additional requirements, if applicable.