





### Student’s Family Information

List below the people in your household, Include:

- Yourself
- Your parents, including step-parents, even if you do not live with your parents. Do not include your non-custodial parents.
- Your parent(s)’ other dependent children if; your parent(s) will provide more than half of their support from July 1, 2021 through June 30, 2022 or if the other children would be required to provide parental information if they were completing a FAFSA for 2021-22. Include children who meet either of these standards even if the children do not live with the parent
- Other people only if they now live with your parent(s) and your parent(s) will provide more than half of their support from July 1, 2021 through June 30, 2022.
- Provide college information for those students attending at least half-time during 2021-22 in a program leading to a degree, diploma, or certificate.

**[House Hold Information Table]**

Full Name	Age	Relationship to Student	College	Enrolled at least Half-Time (yes/no)
		<i>Self</i>	<i>Charles Drew Univ.</i>	



**D. Identity and Statement of Educational Purpose (Must be signed at CDU)**

This section of the worksheet must be completed and signed in the presence of Charles Drew University Financial Aid Administrator.

The student is to appear in person to the *Charles R. Drew University Los Angeles* campus to verify their identity by presenting an UNEXPIRED valid government issued photo identification, such as, but not limited to a driver’s license, state issued ID, or passport.

In addition, the student must sign, in the presence of the institutional official, the following:

**Statement of Educational Purpose**

I Certify that I \_\_\_\_\_ am the individual  
(Print Student’s Name)

Signing this statement of educational purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending **Charles R. Drew University of Medicine and Science**.

\_\_\_\_\_  
(Student’s Signature) (Date)

\*\*\*\*\* *Office Use Only* \*\*\*\*\*

Type of identification presented: \_\_\_\_\_

Name of the official verifying information: \_\_\_\_\_  
(Print Name) (Date)

\*\*\*\*\*

- ***This verification must be completed IN-PERSON at the CDU Financial Aid office.***



### E. Dependent Student and Parent Income Information

In this section of the worksheet we ask that you and your parent take turns marking one statement that best describe your respective 2019 tax situation. Please read each statement carefully, as additional documentation or actions may be requested from you or your parent. *(For more information on these additional documents please review "section G" of this worksheet.)*

$\sqrt{\text{Student}}$	$\sqrt{\text{Parent}}$	<i>(Please only check one statement per Student/ Parent column)</i>
1. _____	1. _____	I am a <b><u>TAX-FILER</u></b> and successfully <b><u>USED</u></b> the IRS Data Retrieval Tool (DRT) while submitting the 2021-2022 FAFSA.
2. _____	2. _____	I am a <b><u>TAX-FILER</u></b> but did not use the FAFSA IRS Data Retrieval Tool. I will submit a <b><u>2019 Tax Return Transcript</u></b> from the IRS along with this worksheet.
3. _____	3. _____	I was <b><u>NOT Employed</u></b> and did not earn income from work in <b><u>2019</u></b> . <b><u>(ONLY) if I am the parent, I will submit a 2019 IRS NON-Tax Filer Verification letter</u></b> with this verification worksheet.
4. _____	4. _____	I <b><u>WAS EMPLOYED</u></b> in 2019 but I <b><u>DID NOT</u></b> and <b><u>WILL NOT</u></b> file a 2019 IRS tax Return. For individuals who marked this statement <b><u>please fill out the table below</u></b> and submit <b><u>ALL</u></b> corresponding <b><u>W2's for 2019</u></b> as well as a <b><u>2019 IRS Verification of Non-Filing</u></b> .

**Reminder: (Only) individuals who selected the 4<sup>th</sup> statement above, are required to fill this Table.**

Name of Non-Filer (student/parent)	Employer's Name	2018 Amount Earned
<i>John Smith (example)</i>	<i>Mike's Auto Body Shop (example)</i>	<i>\$3000.00 (example)</i>

### F. Statement of Educational Purpose/ Certification

By signing this worksheet, we certify that all information reported on it is complete and correct. We understand that should these documents warrant a change to previously reported data, a University represent will initiate changes(s) to reflect the verifiable data to the FAFSA on file. I understand that if we purposely give false or misleading information on this worksheet we may be fined, receive a jail sentence, or both. Any aid received with false or misleading data is forfeit.

\_\_\_\_\_  
Student's Name Print

\_\_\_\_\_  
Parent's Name Print

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date



## G. Additional information for Verifying Income

### TAX FILERS

#### **RECOMMENDED for tax filers - Use the IRS Data Retrieval Tool (DRT) on the FAFSA:**

The best and quickest way to verify income is by using the IRS Data Retrieval Tool (DRT) included as part of the FAFSA on the FAFSA website. Follow the instructions below to use the DRT:

- Log onto FAFSA.ed.gov, log in to your correct FAFSA award year, select “Make FAFSA Corrections,” and navigate to the Financial Information section of the form.
- From there, follow the instructions to determine if you are eligible to use the IRS DRT to transfer 2018 IRS income tax information into your FAFSA. You will need your address on file with the IRS (normally this will be the address used when your 2019 IRS tax return was filed).
- Once the tax information is displayed, check the box to Transfer Data, then select the “Transfer Now” button.

#### **IF DRT does not work - Request your IRS tax return transcript by either of the following:**

1. **On-Line:** Go to [www.irs.gov](http://www.irs.gov) and click the “Get Transcript of Your Tax Records” link under the Tools section to receive an **electronic copy** or a **paper copy by mail** (usually mailed within 5 to 10 days).
2. **PHONE:** Call 1-800-908-9946. Listen closely to the available options. You will need to choose the option that allows you to “Request a Transcript of your Tax Return.” A paper copy will be mailed to you, (usually within 5 to 10 days).

(Note: You will need your Social Security Number and the address on file with the IRS. (normally this will be the address used when you 2018 IRS tax return was filed)

### NON-TAX FILERS

#### **Request an IRS Statement of Non-filing:**

- **Online:** Log onto to [www.irs.gov](http://www.irs.gov) and click the “Get Transcript of Your Tax Records” link under the Tools section to receive an electronic copy or a paper copy by mail (usually mailed within 5 to 10 days).
- **PHONE:** Call 1-800-908-9946. Listen closely to the available options. You will need to choose Option 2 to “Request an IRS Verification of Non-filing Letter”. A letter will be mailed to you, (usually within 5 to 10 days).
- **PAPER REQUEST:** Complete IRS Form 4506-T. Mail or fax the completed form to the IRS following instructions on page 2 of the form. A letter will be mailed to you, (usually within 5 to 10 days).