



## 2019-2020 DEPENDENT HOUSEHOLD WORKSHEET (V1)

Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### SECTION 1-A: NUMBER OF HOUSEHOLD MEMBERS

- **Number of Household Members:** List below the people considered in the student’s household for FAFSA purposes, including: Yourself and your parents. If your parents are divorced or separated, then list the parent whom you live with the majority of the year, or who supports you the most. If that parent has remarried, also include that stepparent.
- Your siblings, or parents’ other children , if your parent(s) will provide more than half of their support from July 1, 2019, through June 30, 2020 (even if they do not live with your parent[s]).
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2020.
- Include the name of the college for any household member who will be enrolled at least half-time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2019, and June 30, 2020.
- Do not list your parents’ colleges if they are attending college. If more space is needed, attach a separate page with the student’s name and Social Security Number at the top.

### SECTION 1-B NUMBER OF HOUSEHOLD MEMBERS AND COLLEGE

**Include household members who are not in college but meet the criteria in Section 1.** If more space is needed, provide a separate page with the student’s name at the top.

Full Name	Age	Relationship to Student	Full Name of College	At Least Half Time?
		self		[ ] yes [ ] no
				[ ] yes [ ] no
				[ ] yes [ ] no
				[ ] yes [ ] no
				[ ] yes [ ] no
				[ ] yes [ ] no

**Note:** We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible post-secondary educational institutions is inaccurate.

**SECTION 2: STUDENT TAX FILING STATUS**

Check the box that applies for the student (Only check one (1) box):

- The student has used the IRS DRT in *FAFSA on the Web* to transfer 2017 IRS income tax return information into the student’s FAFSA.
- The student has not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2017 IRS income tax return information into the student’s FAFSA.
- The student is unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a **2017 IRS Tax Return Transcript(s)**.\*

**\*\*\*\*\*IMPORTANT: Only complete the following section if you DID NOT file a tax return for 2017 and have wages to report\*\*\*\*\***

List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and SSN at the top.

Employer’s Name	2017 Amount Earned	IRS W-2 Attached? Yes or No

**SECTION 3: PARENT TAX FILING INFORMATION**

Check the box that applies for the parent(s). Only check one (1) box:

- The parents have used the IRS DRT in *FAFSA on the Web* to transfer 2017 IRS income tax return information into the student’s FAFSA.
- The parents have not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2017 IRS income tax return information into the student’s FAFSA.
- The parents are unable or choose not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a **2017 IRS Tax Return Transcript(s)**.\*

**\*\*\*\*\*IMPORTANT: Only complete the following section if you DID NOT file a tax return for 2017 and have wages to report\*\*\*\*\***

List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and SSN at the top.

Employer’s Name	2017 Amount Earned	IRS W-2 Attached? Yes or No

**2017 IRS Tax Return Transcript may be obtained through:**

Get Transcript by MAIL – Go to [www.irs.gov](http://www.irs.gov), under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and *NOT* the "IRS Tax Account Transcript." The transcript is generally received within 10 business days from the IRS’s receipt of the online request.

Get Transcript ONLINE – Go to [www.irs.gov](http://www.irs.gov), under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and *NOT* the "IRS Tax Account Transcript." To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user’s name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS’s two-step authentication.

Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS’s receipt of the telephone request.

Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS’s receipt of the paper request form

**SECTION 4: CERTIFICATION AND SIGNATURES**

Each person signing this worksheet certifies that all of the information reported on it and on accompanying documents are complete and correct. If you purposely provide false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

The student (and parent) must sign and date:

\_\_\_\_\_  
Student’s Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent’s Signature

\_\_\_\_\_  
Date