



**Kean University**  
**Office of Financial Aid**  
**1000 Morris Avenue**  
**Union, NJ 07083**

**2025-2026 Verification Worksheet for Dependent Student**

Your 2025-2026 Free Application for Federal Student Aid (FAFSA) was selected for a process called verification. Before awarding Federal Student Aid, the Office of Financial Aid will ask you to confirm the information you and your parents reported on the FAFSA. To verify that you provided correct information, we will compare your FAFSA data with the information on this worksheet and/or any other required documents. If there are differences, your FAFSA information may need to be corrected. You and your parent(s), whose information was reported on the FAFSA, must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the Office of Financial Aid. Note that we may request additional information. If you have questions about verification, contact the Office of Financial Aid as soon as possible so that your financial aid will not be delayed. You are responsible to pay your tuition, fees, and other charges if your financial aid cannot be disbursed as a result of incomplete verification.

**Dependent Student Information**

Student Last Name	First Name	M.I.	Kean ID #
Street Address (include apt. no.)			Date of Birth
City	State	Zip Code	Kean Email Address
Home Phone Number (include area code)			Alternate or Cell Phone Number

**Dependent Student Family Information**

1. In the spaces below, list the names, ages, and relationships (to you) of the people in your parents' household. Include:
  - Yourself.
  - Your parent(s), even if you do not live with your parent(s).
    - If your parents are divorced/separated and not living together, only list the parent whose information is reported on the FAFSA.
    - If your parent has remarried, include your stepparent.
  - Your parents' other children if they live with your parents and if your parents will provide more than half of their support from July 1, 2025 through June 30, 2026 (even if they live apart because of college enrollment).
  - Other people if they now live with your parents and your parents will provide more than half of their support from July 1, 2025 through June 30, 2026.

Full Name	Age	Relationship to Student
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>
		<i>Self</i>

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

**Income Information to Be Verified**

**1. Student – check box a or b:**

- a. I have filed or will file a 2023 IRS Tax Return. **Check Box i, ii or iii.**
  - i. I have consented (or will consent) to the disclosure of my 2023 Federal Tax Information (FTI) into the FAFSA form.
  - ii. I have attached a copy of my 2023 Tax Return Transcript or my **signed** 2023 IRS Tax Return (include all applicable Schedules) to this Worksheet.
  - iii. I will submit a copy of my 2023 Tax Return Transcript or my **signed** 2023 IRS Tax Return separately. Verification cannot be completed until all tax documents are submitted.
- b. I did not, will not, and am not required to file a 2023 IRS Tax Return. **Check Box i, ii, or iii.**
  - i. I was not employed and did not earn income from work in 2023.
  - ii. I was employed in 2023. I have listed below my employer(s) and gross amount(s) earned. Attach copy of W-2(s).
  - iii. I filed a return with a tax authority other than IRS for 2023. Attached is a copy of my return. Attach copy of W-2(s).

Employer's Name	2023 Amount Earned	IRS W-2 Attached
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>	<i>Yes(example)</i>

**2. Parent – check box a or b:**

- a. I/We have filed or will file a 2023 IRS Tax Return. **Check Box i, ii or iii.**
  - i. I/we have consented (or will consent) to the disclosure of my 2023 Federal Tax Information (FTI) into the FAFSA form.
  - ii. I/we have attached a copy of my/our 2023 Tax Return Transcript or **signed** 2023 IRS Tax Return (include all applicable Schedules) to this Worksheet.
  - iii. I/we will submit a copy of my/our 2023 Tax Return Transcript or **signed** 2023 IRS Tax Return separately. Verification cannot be completed until all tax documents are submitted.
- b. I/We did not, will not, and am not required to file a 2023 IRS Tax Return. **Check Box i, ii, or iii.**
  - i. I was/we were not employed and did not earn income from work in 2023.
  - ii. I was/we were employed in 2023. I/we have listed below my employer(s) and gross amounts earned. Attach copy of W-2(s).
  - iii. I/we filed a return with a tax authority other than the IRS for 2023. Attached is a copy of my/our return. Attach copy of W-2(s).

Employer's Name	2023 Amount Earned	IRS W-2 Attached
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>	<i>Yes(example)</i>

**Certification and Signatures**

Each person signing this worksheet certifies that all of the information reported on it is complete and correct.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Spouse/Partner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Not required if parents filed a joint Federal Tax Return for 2023)

**WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, sent to prison, or both.**