



# CHICAGO STATE UNIVERSITY

Office of Student Financial Aid\*Cook Admin 207\*773-995-2304\*(F)773-995-3574\*csu-finaid@csu.edu

## 2025-2026 DEPENDENT VERIFICATION WORKSHEET – V5

Your 2025-2026 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information CSU will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit all to the Office of Student Financial Aid at CSU. We may need to ask for additional information in the future. If you have questions about verification, contact our office as soon as possible so that your financial aid will not be delayed.

Please submit this completed form and copies of all requested paperwork to the Office of Student Financial Aid within 10 days of receipt of notification that you have been selected for Verification.

### STUDENT INFORMATION

Student Name: \_\_\_\_\_ CSU ID # \_\_\_\_\_  
 (please print) Last First

Permanent Home Address: \_\_\_\_\_

\_\_\_\_\_ City State Zip Code

Home Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

### FAMILY INFORMATION

Please list all members of your household. Remember to include:

- Yourself
- Your parent(s)/stepparent (do not include a parent not living in the household due to separation or divorce)
- Your parents' children, if they receive more than half of their support from your parents from July 1, 2025 through June 30, 2026 or they would be required to provide parental information when applying for federal financial assistance. Do not include children your parents are paying child support for or foster children.
- Other people, if they now live with your parents, they receive more than half of their support from your parents and will continue to do so from July 1, 2025 to June 30, 2026.
- Parents/stepparents should not be included in the number in college.

Support is defined as providing food, housing, medical/dental care or health insurance, money or other financial resources.

FULL NAME Begin with yourself	AGE	RELATIONSHIP TO STUDENT	NAME OF COLLEGE <small>For any family member who will be working toward a degree at least half-time during the 2024-2025 academic year. Do not list high schools or names of colleges that your parent(s) are attending.</small>
		SELF	CHICAGO STATE UNIVERSITY

If you need more space, attach a separate sheet.



# CHICAGO STATE UNIVERSITY

## STUDENT 2023 INCOME

Please choose a scenario:

- I utilized the IRS Data Retrieval Tool
- I requested a 2023 Tax Return Transcript from the IRS. I will submit it to the Office of Student Financial Aid.
- I was not employed and had no income earned from work in 2023
  - Must submit non-filers statement(s) from the IRS
- I was employed during 2023, but not required to file taxes.
  - Must submit non-filers statement(s) from the IRS and W-2 forms from each employer

List below the names of all employers and the amount earned from each employer

**PLEASE NOTE: (Chart is for non-tax filers with W-2's. If taxes filed, please leave the chart blank)**

EMPLOYER NAME	STUDENT AMOUNT
	\$
	\$
	\$

## PARENT 2023 INCOME

Please choose a scenario:

- My parent(s)/stepparent utilized the IRS Data Retrieval Tool
- My parent(s)/stepparent requested a 2023 Tax Return Transcript from the IRS
- My parent(s)/stepparent were married but filed separate 2023 federal tax returns
  - Must submit two separate 2023 IRS Tax Return Transcripts IRS - one for each parent listed on the FAFSA
- My parent(s)/stepparent were not employed and had no income earned from work in 2023
  - Must submit non-filers statement from the IRS for each parent/stepparent
- My parent(s)/stepparent were employed but not required to file taxes during 2023
  - Must submit separate non-filers statement from the IRS and W-2 forms for each employer or 1099-MISC

List below the names of all employers and the amount earned from each employer

**PLEASE NOTE: (Chart is for non-tax filers with W-2's. If taxes filed, please leave the chart blank)**

EMPLOYER NAME	FATHER/STEPFATHER AMOUNT	MOTHER/STEPMOTHER AMOUNT
	\$	\$
	\$	\$
	\$	\$

## CERTIFICATION AND SIGNATURES

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent, listed on the FAFSA, must sign and date this worksheet.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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



# CHICAGO STATE UNIVERSITY

## IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE (To Be Signed at the Institution)

The student must appear in person at **Chicago State University** to verify his or her identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose provided below.

### Statement of Educational Purpose

I certify that I \_\_\_\_\_ am the individual signing this  
(Print Student's Name)

Statement of Educational 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 **Chicago State University** for 2025-2026.

\_\_\_\_\_  
(Student's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Student's ID Number)

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**Statement of Educational Purpose** signed by student in the presence of

\_\_\_\_\_  
Printed Name - Member of Office of Student Financial Aid Staff

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# CHICAGO STATE UNIVERSITY

Complete the following **ONLY** if you are unable to bring this Verification Worksheet into the Student Financial Aid Office and complete it there.

## IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE (To Be Signed in the Presence of a Notary)

If the student is unable to appear in person at **Chicago State University** to verify his or her identity, the student must provide to the institution:

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and
- (b) The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

### Statement of Educational Purpose

I certify that I \_\_\_\_\_ am the individual signing this  
(Print Student's Name)

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 **Chicago State University** for 2025-2026.

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

\_\_\_\_\_  
(Student's ID Number)

### Notary's Certificate of Acknowledgement (Notary's certification may vary by State)

State of \_\_\_\_\_ City/County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,  
(Date) (Notary's name)

personally appeared, \_\_\_\_\_, and proved to me on basis of  
(Printed name of signer)

on basis of satisfactory evidence of identification \_\_\_\_\_  
(Type of government-issued photo ID provided)

to be the above-named person who signed the foregoing instrument.

### WITNESS my hand and official seal

(seal) \_\_\_\_\_ My commission expires on \_\_\_\_\_  
(Notary signature) (Date)



# CHICAGO STATE UNIVERSITY

## Verificación de Identidad y Declaración de Propósito Educativo (Para ser firmadas en la institución)

El estudiante debe comparecer en persona en **Chicago State University** para verificar su identidad mediante la presentación de una identificación con fotografía (ID) válida emitida por el gobierno que no haya expirado, como una licencia de conducir, otro tipo de identificación emitida por el estado o pasaporte, entre otros. La institución conservará una copia de la identificación con fotografía del estudiante en la cual se anotará la fecha en la que se recibió y revisó, y el nombre del funcionario de la institución autorizado a recibir y revisar las identificaciones de los estudiantes.

Además, el estudiante debe firmar, en presencia del funcionario de la institución, la Declaración de Propósito Educativo proporcionada a continuación.

### Declaración de Propósito Educativo

Certifico que yo, \_\_\_\_\_, soy el individuo que firma esta Declaración de Propósito Educativo, y que la ayuda financiera federal estudiantil que yo pueda recibir sólo será utilizada para fines educativos y para pagar el costo de asistir a **Chicago State University** para 2025–2026.

[Imprimir nombre del estudiante]

\_\_\_\_\_  
[Firma del estudiante]

\_\_\_\_\_  
[Fecha]

\_\_\_\_\_  
[Número de identificación del estudiante]

**Declaración de Propósito Educativo** signed by student in the presence of

\_\_\_\_\_  
Printed Name - Member of Office of Student Financial Aid Staff

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# CHICAGO STATE UNIVERSITY

## Verificación de Identidad y Declaración de Propósito Educativo (Para ser firmadas en presencia de un notario)

Si el estudiante no es capaz de comparecer en persona en **Chicago State University** para verificar su identidad, el mismo debe proporcionar a la institución: (a) una copia de la de identificación con fotografía (ID) válida emitida por el gobierno que no haya expirado, que se reconoce en la declaración del notario que aparece a continuación, o que se presenta ante un notario, como una licencia de conducir, otro tipo de identificación emitida por el estado o pasaporte, entre otros; y (b) la Declaración de Propósito Educativo original proporcionada a continuación debe ser notarizada. Si la declaración del notario aparece en una página separada de la Declaración de Propósito Educativo, se debe indicar de manera clara que la Declaración de Propósito Educativo era el documento notarizado.

### Declaración de Propósito Educativo

Certifico que yo, \_\_\_\_\_, soy el individuo que firma esta Declaración de Propósito Educativo, y que la ayuda financiera federal estudiantil que yo pueda recibir sólo será utilizada para fines educativos y para pagar el costo de asistir a **Chicago State University** para 2025–2026.

\_\_\_\_\_  
[Firma del estudiante]

\_\_\_\_\_  
[Fecha]

\_\_\_\_\_  
[Número de identificación del estudiante]

### Notary's Certificate of Acknowledgement

*Notary's certification may vary by State*

State of \_\_\_\_\_ City/County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,  
(Date) (Notary's name)

personally appeared, \_\_\_\_\_, and proved to me on the basis of  
(Printed name of signer)

satisfactory evidence of identification \_\_\_\_\_  
(Type of unexpired government-issued photo

ID provided) to be the above-named person who signed the foregoing instrument.

### WITNESS my hand and official seal

(seal) \_\_\_\_\_ My commission expires on \_\_\_\_\_  
(Notary signature) (Date)