



Your application was selected for review in a process called "Verification." In this process, Gardner-Webb will be comparing information from your application with signed copies of your (and your spouse's, if married) 2023 Federal tax return transcripts and other financial documents.

WHAT YOU SHOULD DO:

- 1. Collect your and your parent(s)' financial documents (Federal income tax return transcripts, W-2 forms, etc.).
2. Complete and sign the worksheet - you and at least one parent.
3. Submit the completed worksheet, tax transcripts, and any other documents as requested.

A. Student Information

Name Last First Middle Initial Student ID

Home Address

City State Zip

Home Phone (include area code) Date of Birth

Email

B. Family Information List ALL persons in your parent(s)' household, including:

- yourself and your spouse, if you have one, and
• your children, if you will provide more than half of their support from July 1, 2025, through June 30, 2026, even if they do not live with you, and
• other people if they now live with you, and you provide more than half of their support and will continue to provide more than half of their support from July 1, 2025 through June 30, 2026.

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member, excluding your parent(s), who will be attending at least half time between July 1, 2025 and June 30, 2026, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Table with 4 columns: FULL NAME, AGE, RELATIONSHIP, COLLEGE. Includes example row: Martha Jones (example), 24, Wife, City University.

**C. Student's Tax Return Transcripts and Income Information (all applicants)**

- Check only one box below. Tax return transcript includes the 2023 IRS Form 1040, 1040A, 1040EZ, a tax transcript from Puerto Rico or a foreign income tax return. You must request a copy of your tax transcript from the Internal Revenue Service by calling 1-800-908-9946 or request online at [www.irs.gov](http://www.irs.gov). \*You may submit a signed copy of your tax return as a placeholder until we receive the transcript\*
  - Check here if you are attaching a copy of your tax return transcript (or used IRS Data Pre-fill on FAFSA)
  - Check here if a tax return transcript will be submitted to the school by \_\_\_\_\_
  - Check here if you are not required to file a 2023 U.S. Income Tax return. (Non-filer worksheet must be attached)
- Funds received from untaxed income in 2023. (See Question 44 of the FAFSA).

Sources of Untaxed Income	2023 Amount
a. Child Support	\$
b. Workmen's Comp	\$
c. Payments to tax deferred pensions (found in box 12 of w-2 form codes D,E,F,G,H, and S)	\$
d. Housing, food and other living allowances paid to members of the military or clergy (do not include onbase military housing)	\$
e. Any other source of money that was paid to you not reported anywhere on your tax return	\$

**D. Parent(s)' Tax Return Transcript and Income Information)**

- Check only one box below. Tax return transcript includes the 2023 IRS Form 1040, 1040A, 1040EZ, a tax transcript from Puerto Rico or a foreign income tax return. You must request a copy of your tax transcript from the Internal Revenue Service by calling 1-800-908-9946 or request online at [www.irs.gov](http://www.irs.gov). \*You may submit a signed copy of your tax return as a placeholder until we receive the transcript\*
  - Check here if you are attaching a copy of your tax return transcript (or used IRS Data Pre-fill on FAFSA)
  - Check here if a tax return transcript will be submitted to the school by \_\_\_\_\_
  - Check here if you are not required to file a 2023 U.S. Income Tax return. (Non-filer worksheet must be attached)
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**3. Sign this Worksheet**

Each person signing this form certifies that all the information reported on it is complete and correct. If married, the spouse's signature is optional.

Student \_\_\_\_\_ Date \_\_\_\_\_

Parent \_\_\_\_\_ Date \_\_\_\_\_