



V5 DEPENDENT AGGREGATE VERIFICATION WORKSHEET 2022-2023

Please submit all missing information by email or in person only:

NYSID Office of Financial Aid
 170 E. 70th Street
 New York, NY 10021

We are temporarily accepting scanned copies of this document.

STEP 1 – STUDENT INFORMATION

<i>Last Name</i>	<i>First Name</i>	<i>Social Security Number</i>	<i>Student ID Number</i>
<i>Permanent Address</i>	<i>Street & Number</i>	<i>City/State/Zip</i>	<i>Date of Birth</i>
<i>Cell Phone Number (Include Area Code)</i>	<i>Home Phone Number (Include Area Code)</i>	<i>Email Address</i>	

STEP 2 – FAMILY INFORMATION

If you are an **dependent student**, include:

- ❖ Yourself
- ❖ Your parent(s), (including stepparent) even if the student doesn't live with the parent(s)
- ❖ The parents' other children if the parents will provide more than half of their support from **July 1, 2022 through June 30, 2023** or if the other child would be required to provide parent information if they were completing a FAFSA for 2022 - 2023. Include children who meet either of these standards, even if the children do not live with the parent(s)
- ❖ Other people if they now live with the parents and the parents provide more than half of their support and will continue to provide more than half of their support through **June 30, 2023..**

For any household member who will be enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between **July 1, 2022, and June 30, 2023**, include the name of the college.

Full Name	Age	Relationship	Name of College/Degree Program (if at least half-time 2022-2023)
		<i>Self</i>	

STEP 3 – STUDENT / SPOUSE TAX & INCOME INFORMATION

Check the box that applies to you/your spouse:

I / my parents did file or will file a 2020 IRS income tax return.

- You are required to submit your **2020 tax return transcript**. Tax return transcripts must be obtained through the IRS. You can do so online at <http://www.irs.gov/Individuals/Get-Transcript> or by calling 1.800.908.9946
- Attach copies of all **2020 W-2 forms**

I / my parents did not or will not file a 2020 IRS income tax return.

- Complete the table below.

Source of Income	\$ Amount Earned/Received in 2020
TOTAL	

STEP 4 – INCOME INFORMATION FOR NON TAX FILERS

Check the box that applies:

- The student / parent was not employed and had no income earned from work in **2020**.
- The student / parent was employed in **2020** and has attached copies of all 2017 IRS W-2 forms issued to the student/parents by his/her employers.

All nontax filers are required to provide an IRS Verification of Non-Filing Letter dated on or after **October 1, 2020** that indicates a **2020** IRS tax return was not filed with the IRS. Therefore, the student and/or spouse, if applicable, must both obtain this letter if neither filed. To request this documentation, you may use the instructions provided on the previous page. If you are unable to request the letter online, you must use the IRS Form 4506-T. Instructions for completing this form are provided below.

- Check here if a Verification of Non-Filing Letter for tax year **2020** is provided.
- Check here if a Verification of Non-Filing Letter will be provided later.

Instructions for Nontax Filers Completing Form 4506-T Verification of Non-Filing

- 1) Visit www.irs.gov/form4506t
- 2) Click on Form 4506-T under “Current Products.”
- 3) Complete sections 1a through 5.
- 4) Click the box on line 7, “Verification of Non-filing.”
- 5) Enter the date of 12/31/20 on line 9.
- 6) Click the box above the signature section.
- 7) Print completed Form 4506-T and sign.
- 8) Mail or fax form 4506-T to the address/fax number located in the middle column of the instructions attached to the 4506-T form for the state you live in.

Instructions for Amended Tax Return Filers Tax filers who have amended their **2020** tax return should send to our office a signed copy of the original tax return along with a signed copy of the **20201040X** that was filed with the IRS.

Instructions for Victims of IRS Identity Theft If you are unable to obtain an IRS Tax Return Transcript due to identity theft, please call 1-800-908-4490. You will be able to obtain an alternative document (TRDBV) that is acceptable for verification. We will also require a signed statement by the tax filer that they were a victim of IRS-related identity theft and that the IRS is aware of it.

STEP 5 – HIGH SCHOOL COMPLETION STATUS

Provide one of the following documents that indicate your high school completion status when you will begin college in **2022–2023**:

- A copy of your high school diploma.
- A copy of your final official high school transcript that shows the date when the diploma was awarded.
- A copy of your General Educational Development (GED) certificate or GED transcript.
- Certification of a passing score on a test that your state authorizes and recognizes as the equivalent of a high school diploma. This includes tests similar to the GED, such as the High School Equivalency Test or the Test Assessing Secondary Completion. Test transcripts are acceptable documentation if they indicate that the final score is a passing score or that your state considers the test results to meet its high school equivalency requirements.
- A copy of the “secondary school leaving certificate” or similar document from the proper government agency for students who completed secondary school in a foreign country.
- An academic transcript that indicates you successfully completed at least a two-year program that is acceptable for full credit toward a bachelor’s degree.
- If State law requires a homeschooled student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential is required.
- If State law does not require a homeschooled student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by your parent or guardian, that lists the secondary school courses the student completed and documents the successful completion of a secondary school education in a homeschool setting.
- For a student who has not completed high school and is seeking enrollment in a program that leads to at least an associate degree or its equivalent, documentation from the high school that he excelled academically and from your school that he meets your written policy for admitting such students.
- For students in an “eligible career pathway program,” documentation that they passed an approved ATB test or completed at least 6 credit hours or 225 clock hours that are applicable toward a degree or certificate offered by your school.

STEP 6 – IDENTITY & STATEMENT OF EDUCATIONAL PURPOSE (To Be Signed at the Institution)

The student must appear in person at The New York School of Interior Design (NYSID) 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 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 NYSID for **2022-2023**.

Student Signature _____ *Date* _____ *Student ID Number* _____

Parent Signature _____ *Date* _____

STEP 7 – CERTIFICATION

By signing this worksheet, I certify all the information reported is complete and correct:

Student Signature *Date* *Student Name (Please Print)* *Student ID Number*

Spouse Signature *Date* *Spouse (Please Print)*

Please submit all missing information by email: finaid@nysid.edu