

2025-2026 Dependent Student Verification



Complete Form & Return via:
Mail: Queens University of Charlotte
 Office of Student Financial Services
 1900 Selwyn Ave. Charlotte, NC 28274
Fax: (704) 337-2416
On Campus: Jernigan Hall 111

Section B: STUDENT WAGES AND INCOME TAX INFORMATION

Did you file a tax return for 2023?

<input type="checkbox"/> YES: I filed taxes for 2023 Complete section below	<input type="checkbox"/> NO: I did not file taxes for 2023 Complete section	
<input type="checkbox"/> I completed the IRS Data Retrieval Tool (DRT) in FAFSA to transfer 2023 tax return information into FAFSA. <input type="checkbox"/> I will complete the IRS Data Retrieval Tool (DRT). To do so, log into your FAFSA, select "Make FAFSA Corrections", then navigate to the Financial Information section and follow the instructions. <input type="checkbox"/> I am unable or did not complete the IRS Data Retrieval Tool (DRT) and will submit my 2023 IRS Tax Return Transcript . To request a copy, please visit www.irs.gov/individuals/get-transcript .	<input type="checkbox"/> I did not earn income in 2023 <input type="checkbox"/> I did earn income in 2023 (list Employer(s) and amounts earned below): <i>Attach all W2 and/or 1099 forms for 2023 income. If you are unable to locate your W2 or 1099 forms, please request a Wage and Income Transcript online at www.irs.gov/individuals/get-transcript</i>	
	Employer	Amount Earned in 2022
		\$
		\$

Section C: PARENT WAGES AND INCOME TAX INFORMATION

Did your parents file a tax return for 2023?

<input type="checkbox"/> YES: My parents filed taxes for 2023. Complete below	<input type="checkbox"/> NO: I did not file taxes for 2023. Complete section	
<input type="checkbox"/> My parents completed the IRS Data Retrieval Tool (DRT). <input type="checkbox"/> My parents will complete the IRS Data Retrieval Tool. To do so, log into your FAFSA and follow the instructions for downloading your tax information into your FAFSA. <input type="checkbox"/> My parents were unable or did not complete the IRS Data Retrieval Tool (DRT) and will submit my 2023 IRS Tax Return Transcript . To request a copy, please visit www.irs.gov/individuals/get-transcript .	Parent is required to provide a "Verification of Non-Filing" letter from the IRS. To obtain this letter, go to www.irs.gov and select "Get Your Tax Record", then select "Get Transcript Online". <input type="checkbox"/> I did not earn income in 2023. <input type="checkbox"/> I did earn income in 2023 (list Employer(s) and amounts earned below): <i>Attach all W2 and/or 1099 forms for 2023 income. If you are unable to locate your W2 or 1099 forms, please request a Wage and Income Transcript online at www.irs.gov/individuals/get-transcript</i>	
	Employer	Amount Earned in 2023
		\$
		\$

I certify that the information I have reported for federal student aid is complete and accurate. I authorize the Queens Office of Student Financial Services to correct my FAFSA application based on the documentation submitted. I understand that additional information may be required if this form is incomplete, if documentation is missing, unclear, or insufficient, or if additional questions arise based on the information provided. **Warning: According to the U.S. Department of Education, if you purposely give false or misleading information on this form, you may be fined, sent to prison, or both.**

Student Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____