



Your 2025-2026 Free Application for Federal Student Aid (FAFSA) was selected for a federal review process called Verification. Before finalizing your package or disbursing financial aid, we must ask you to confirm the information you reported on your FAFSA. You (and your spouse, if applicable) must complete and sign this worksheet and submit it along with any other required documents to our office.

For more information about verification visit our web page, www.go.longwood.edu/verification.

A. STUDENT INFORMATION

Full Name: _____ Phone Number: _____

Longwood ID Number: _____ Email: _____

B. FAMILY SIZE INFORMATION

Please **complete all columns** of the table below for your family size. Family size includes:

- Yourself
- Your spouse, if applicable
- Your children if the following are true:
 - They live with you
 - They receive more than half of their financial support from you
 - They will continue to receive more than half their support from you during the award year.
- Other persons if the following are true:
 - They live with you
 - They receive more than half of their support from you
 - They will continue to receive more than half their support from you during the award year.

The provided criteria for “dependent children” or “other persons” align with the requirement that family size align with whom the student could claim as a dependent on a U.S. tax return if the student/spouse were to file a U.S tax return at the time of completing the 2025-2026 FAFSA. As a result, the student/spouse should not include any unborn children in the family size.

If more space is needed, provide a separate page with the student’s name and ID number at the top.

Full Name (including student)	Age	Relationship to Student
		Student/Self

Name: _____ Longwood ID Number: _____

C. STUDENT TAX AND INCOME INFORMATION

Check **one** of the following options:

I used the IRS Direct Data Exchange to transfer 2023 Federal Tax Return Information to my FAFSA	
A copy of the 2023 Tax Transcript or <u>signed</u> 2023 Tax Return (1040 and ALL Schedules) will be submitted with this form.	
I was not employed and had no income earned from work in 2023	
I certify I have not filed a 2023 Federal Tax Return and was not required to file <i>If you were not required to file a 2023 Federal Tax Return, complete the chart below with any income earned from work in 2023 or any income from another source. Submit copies of all W-2s, 1099's / income statements, and list every employer even if no W-2 was issued.</i>	
Place of Employment	Amount Earned 2023

D. SPOUSE TAX AND INCOME INFORMATION (If applicable)

Check **one** of the following options:

I used the IRS Direct Data Exchange to transfer 2023 Federal Tax Return Information to my FAFSA	
A copy of the 2023 Tax Transcript (visit IRS.gov) or <u>signed</u> 2023 Tax Return (1040 and ALL Schedules) will be submitted with this form.	
I was not employed and had no income earned from work in 2023	
I, the contributor, certify I have not filed a 2023 Federal Tax Return and was not required to file <i>If you were not required to file a 2023 Federal Tax Return, complete the chart below with any income earned from work in 2023 or any income from another source. Submit copies of all W-2s, 1099's / income statements, and list every employer even if no W-2 was issued.</i>	
Place of Employment	Amount Earned 2023

**** If you (or your spouse, if applicable) filed a non-IRS Income Tax Return, a foreign tax return, an amended IRS Income Tax Return, were a victim of IRS Tax Related Identity Theft, or filed an extension, additional documentation may be required. Please contact the Financial Aid office for more information. ****

E. CERTIFICATION AND SIGNATURES

Warning: If you purposely give false or misleading information, you may be fined, sent to prison, or both. Each person signing this worksheet certifies that all of the information reported on it is complete and correct. ***The student (and spouse, if applicable) must sign and date.***

Student Signature

Date

Spouse Signature (If applicable)

Date

For the security of your personal data, please submit your completed form and all other requested documents using our secure upload, found here: go.longwood.edu/uploadfa