



# 2024-25 Verification Worksheet

Independent

## (V5) Federal Student Aid Programs

Your application was selected for review in a process called "Verification." In this process, East-West will compare information from your FAFSA with this worksheet and financial data you must submit. The law requires completion of Verification before awarding and/or disbursing federal aid. If there are differences between your FAFSA application and your verification documentation, electronic corrections to your FAFSA may be required. Contact East-West University (312) 939-0111 if you have questions.

### INSTRUCTIONS

- Complete all sections of this worksheet **in full**.
- If you or your spouse (if married) have filed a 2022 Federal Income Tax Return with the IRS:
  - If you have not already done so, log on to [studentaid.gov/fafsa](https://studentaid.gov/fafsa) and give permission for the Direct Data Exchange (DDX) to transfer your 2022 tax information to your 2024-25 FAFSA.
  - Select either B or C under Student and/or Spouse Information on the 2<sup>nd</sup> page of this form.
  - If the you or your spouse had income: attach all 2022 W-2s, 1099s, or other income statements.
  - If you or your spouse do not have a Social Security Number (SSN), Individual Taxpayer Identification Number (ITIN), or Employer Identification Number (EIN): submit a letter from the appropriate tax filing authority that the individuals did not file taxes.
- Please submit your completed form to 819 S Wabash Ave Chicago, IL 60605 8th Floor Financial Aid Office.

### A. Student Information

|                            |            |          |                                  |
|----------------------------|------------|----------|----------------------------------|
| Last Name                  | First Name | M.I.     | East-West Identifier (EWUID)     |
| Address (include apt. no.) |            |          | Date of Birth                    |
| City                       | State      | Zip Code | Phone Number (include area code) |

### B. Family Information \*If more space is required, attach a separate page.

| Full Name  |     |              | Age   |
|--|-----|--------------|---|
| <p>Write the names of <b>all</b> the people in your household in the chart below:</p> <ol style="list-style-type: none"><li>Include <b>yourself</b> on the first line.</li><li>Include <b>your spouse</b>, if you are married.</li><li>Include <b>your children or your spouse's children</b>, if you or your spouse will provide <i>more than half</i> of their support between July 1, 2023 and June 30, 2024, even if the children do not live with you.</li><li>Include <b>other dependents</b>, if they now live with you and you or your spouse will continue to provide <i>more than half</i> of their support through June 30, 2024.</li></ol> |     |              | <p>Write the age of each family member in the chart below.</p>  |
|  |     |              | Relationship  |
|  |     |              | <p>Write the relationship of each family member to the student in the chart below.</p>  |
| College  |     |              | <p>Add the name of the college for any household member who will be enrolled in a degree, diploma, or certificate program at an eligible postsecondary educational institution <i>at least half-time</i> any time between July 1, 2023 and June 30, 2024.</p> |
| Full Name  | Age | Relationship | College   |
| (EXAMPLE) Missy Jones  | 18  | Sister       | Central University  |
|  |     | Self         | East-West University  |
|  |     |              |   |
|  |     |              |   |
|  |     |              |   |
|  |     |              |   |
|  |     |              |   |

**C. Independent Student's Information (all applicants)** **Student Name/EWUID:****1. Check the box that applies:**

- a. ☐ I filed/will file a 2022 Federal IRS Tax Return, Puerto Rican, or Foreign Income Tax Return.
- b. ☐ I was not employed, did not have income, and was not required to file a 2022 Federal IRS Tax Return.
- If you do not have a SSN, ITIN, or EIN: attach a letter from the appropriate tax filing authority that you did not file taxes.
- c. ☐ I was employed and had income, but was not required to file a 2022 Federal IRS Tax Return
- Complete the chart below:** list employer(s) (including East-West University) and the amount that was earned in 2022.
  - Attach copies of all 2022 W-2 and 1099 Forms.**
  - If you do not have a SSN, ITIN, or EIN: attach a letter from the appropriate tax filing authority that you did not file taxes.

**COMPLETE  
CHART  
ONLY IF  
BOX c  
ABOVE IS  
CHECKED**

Non-Tax Filers with 2022 earnings are federally required to submit a copy of W-2(s) from each employer to East-West University with this form.

| Name of Employer | Amount<br>Earned in 2022 | 2022 W-2 and 1099 Forms<br>received from employer? |                             | 2022 W-2, 1099s and Non-<br>Filing Letter attached? |
|------------------|--------------------------|--|-----------------------------|---|
|                  | \$                       | Yes <input type="checkbox"/>                       | No <input type="checkbox"/> | Yes <input type="checkbox"/>                        |
|                  | \$                       | Yes <input type="checkbox"/>                       | No <input type="checkbox"/> | Yes <input type="checkbox"/>                        |
|                  | \$                       | Yes <input type="checkbox"/>                       | No <input type="checkbox"/> | Yes <input type="checkbox"/>                        |

\*If more space is required, attach a separate page.

**Note: If you lost or never received a W-2, contact your employer to request a copy to provide with this form.****D. Spouse's Information****1. Check the box that applies:**

- a. ☐ Spouse filed/will file a 2022 Federal IRS Tax Return, Puerto Rican, or Foreign Income Tax Return.
- b. ☐ Spouse was not employed, did not have income, and was not required to file a 2022 Federal IRS Tax Return.
- If you do not have a SSN, ITIN, or EIN: attach a letter from the appropriate tax filing authority that you did not file taxes.
- c. ☐ Spouse was employed and had income, but was not required to file a 2022 Federal IRS Tax Return:
- Complete the chart below:** list employer(s) and the amount that was earned in 2022.
  - Attach copies of all 2022 W-2 and 1099 Forms.**
  - If you do not have a SSN, ITIN, or EIN: attach a letter from the appropriate tax filing authority that you did not file taxes.

**COMPLETE  
CHART  
ONLY IF  
BOX c  
ABOVE IS  
CHECKED**

Non-Tax Filers with 2022 earnings are federally required to submit a copy of W-2(s) from each employer to East-West University with this form.

| Name of Employer | Amount<br>Earned in 2022 | 2022 W-2 and 1099 Forms<br>received from employer? |                             | 2022 W-2, 1099s and Non-<br>Filing Letter attached? |
|------------------|--------------------------|--|-----------------------------|---|
|                  | \$                       | Yes <input type="checkbox"/>                       | No <input type="checkbox"/> | Yes <input type="checkbox"/>                        |
|                  | \$                       | Yes <input type="checkbox"/>                       | No <input type="checkbox"/> | Yes <input type="checkbox"/>                        |

\*If more space is required, attach a separate page.

**Note: If you lost or never received a W-2, contact your employer to request a copy to provide with this form.****E. Signature. Manually sign with a ballpoint pen.****\*Forms with digital/electronic/typed signatures cannot be accepted and will be returned.**

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

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

Print Student's Name or Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Spouse's Name Print Spouse's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**2024-25  
Student and/or Spouse Tax  
Non-Filing Statement Form  
(V5)**



East-West University, Office of Student Financial  
Aid 8th Floor  
Chicago, IL 60605  
Email: [Cesar@eastwest.edu](mailto:Cesar@eastwest.edu)  
Website: [www.eastwest.edu](http://www.eastwest.edu)  
Phone: (312) 939-0111

**Student**

Legal Name: \_\_\_\_\_ EWUID#: \_\_\_\_\_

**INSTRUCTIONS: Complete A only if you are a Dependent Student or B only if you are an Independent Student.**

Student (and/or spouse) who *did not* file and who *was/were not required* to file a 2022 U.S. Federal, Puerto Rican, or Foreign Income Tax Return must complete, sign and date, and submit this form to 819 S Wabash Ave Chicago, IL 60605 8th Floor Financial Aid Office... We will continue processing your aid once all needed documents are provided.

**A. Dependent Student** (required to provide parent information on the FAFSA) **check the box that applies:**

1. ☐ I was not employed, did not have income, and was not required to file a 2022 Federal IRS Tax Return.
2. ☐ I was employed and had income, but was not required to file a 2022 Federal IRS Tax Return:
  - **Complete the chart below:** list employer(s) (include East-West University and the amount that was earned in 2022 and
  - **Attach copies of all 2022 W-2 and 1099 forms.**

| <b>Dependent Students: Complete chart if employed and had income.</b> | Non-Tax Filers with 2022 earnings are federally required to submit a copy of W-2(s) from each employer to East-West University with this form. *If more space is required, attach a separate page. |                       |  |   |
|---|--|-----------------------|--|---|
|   | Name of Employer   | Amount Earned in 2022 | 2022 W-2 and/or 1099 forms received from employer?       | 2022 W-2 and/or 1099 forms attached to this form? |
|   |  | \$                    | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/>                      |
|   |  | \$                    | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/>                      |

Note: If you lost or never received a W-2, contact your employer to request this form.

**B. Independent Student** (not required to provide parent information on the FAFSA) **check the box that applies:** *Student*  
*Spouse*

1. ☐ ☐ I was not employed, did not have income, and was not required to file a 2022 Federal IRS Tax Return.
  - **I do not have a SSN, ITIN, or EIN and attempted to obtain a Verification of Non-Filing letter from the appropriate tax authority but was unable to obtain the required documentation.**
2. ☐ ☐ *Student Spouse* I was employed and had income, but was not required to file a 2022 Federal IRS Tax Return:
  - **I do not have a SSN, ITIN, or EIN and attempted to obtain a Verification of Non-Filing letter from the appropriate tax authority but was unable to obtain the required documentation.**
  - **Complete the chart below:** list employer(s) and the amount earned in 2022.
  - **Attach copies of all 2022 W-2 and 1099 forms.**

| <b>Dependent Students: Complete chart if employed and had income.</b> | Non-Tax Filers with 2022 earnings are federally required to submit a copy of W-2(s) from each employer to East-West with this form. *If more space is required, attach a separate page. |                       |  |   |
|---|---|-----------------------|--|---|
|   | Name of Employer  | Amount Earned in 2022 | 2022 W-2 and/or 1099 forms received from employer?       | 2022 W-2 and/or 1099 forms attached to this form? |
|   |   | \$                    | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/>                      |
|   |   | \$                    | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/>                      |

Note: If you lost or never received a W-2, contact your employer to request this form.

**Signature. Manually sign with a ballpoint pen.**

**\*Forms with digital/typed signatures cannot be accepted and will be returned.**

I certify that all information on this form is true and correct. If married, the spouse's signature is optional, unless a spouse box is checked in Section B.

Print Student's Name or Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Spouse's Name Print Spouse's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**2024-25  
Identity & Statement of  
Education Purpose Form  
(V5) Independent**



East-West University, Office of Student Financial  
Aid 8th Floor  
Chicago, IL 60605  
Email: [Cesar@eastwest.edu](mailto:Cesar@eastwest.edu)  
Website: [www.eastwest.edu](http://www.eastwest.edu)  
Phone: (312) 939-0111

**Student**

Legal Name: \_\_\_\_\_ EWUD #: \_\_\_\_\_

**INSTRUCTIONS:**

**Either:**

**The student must appear in person at East-West University, to verify his or her identity by presenting:**

1. An unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. East-West will maintain a copy of the student's photo ID that is annotated by East-West University with the date it was received and reviewed and the name of the official at East-West University authorized to receive and review the student's ID.
2. The student must sign, in the presence of a East-West University official, the English **Statement of Educational Purpose** below.

**Or:**

**If the student is unable to appear in person at East-West to verify his or her identity, the student must mail the following (upload, fax and email copies will not be accepted) to East-West University at 819 S Wabash Ave Chicago, IL 60605 8th Floor Financial Aid Office.**

1. 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
2. The original notarized English **Statement of Educational Purpose** provided below signed in the presence of a Notary.

**Statement of Educational Purpose**

I certify that I, \_\_\_\_\_, am the individual signing this **Statement of Educational Purpose**  
(Print Student's Name)

and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending East-West University for 2024-2025.

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

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

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

**Notary's Certificate of Acknowledgement** (only needed if not able to appear in person at East-West University)

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

On \_\_\_\_\_, before me, \_\_\_\_\_  
(date) (Notary's Name)

Personally appeared, \_\_\_\_\_, and provided to me  
(Printed name of signer)

on basis of 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** \_\_\_\_\_  
(Notary's Signature) (Seal)

My commission expires on \_\_\_\_\_  
(Date)

**FOR OFFICE USE ONLY:**

In Person: Attach photocopy of ID after verifying identity.

Document Used: \_\_\_\_\_

Date Received: \_\_\_\_\_

Authorized Name: \_\_\_\_\_

Via Notary: SDS original Notary Seal Viewed.

Initials: \_\_\_\_\_

(Per Federal Regulations cannot accept fax, email, or upload copies.)