



## 2020-2021 VERIFICATION INFORMATION FACT SHEET

### Why were you selected for Verification?

The federal government selects Free Applications for Federal Student Aid (FAFSA) for the verification process. Colleges and universities are then required to verify that the data reported by students and their parent(s) is correct. In some instances, our review may result in a change to the student's financial aid eligibility. Your signature on the FAFSA indicates your willingness to provide documentation if it is requested. Participation in the Verification process is not optional if you wish to receive federal student aid, including federal student and parent loans.

### What programs are affected?

Federal Pell Grant

Federal Supplemental Educational Opportunity Grant

Federal TEACH Grant

Federal Work Study

Federal Direct Stafford Loans

### Deadline to Submit:

- In order to be considered for the Federal Pell Grant: Deadline is 120 days after the student's last date of attendance during the 2020-2021 academic year or September 1, 2021, whichever comes first.
- To be considered for all other federal aid programs, including Federal Direct Student Loans and the Federal PLUS Loan, the deadline is 30 days prior to the end of the last semester the student attends during the 2020-2021 academic year.

### How do I complete the required Verification Process?

- Complete the 2020-2021 Verification Worksheet available at [www.kent.edu/financialaid/forms](http://www.kent.edu/financialaid/forms). Do not leave the answer to any question blank.
- If you did not originally use the IRS Data Retrieval Tool when you filed the FAFSA, you may submit a correction and use the tool instead of submitting an IRS Tax Return or Transcript. Log on to your FAFSA at <https://fafsa.gov>. We strongly encourage you to use this option. Some tax filers may not be able to use the Tool. If that applies to you, you must submit an IRS Tax Return or Transcript. A Federal IRS Tax Return Transcript can be obtained online or by mail, free of charge, by visiting [www.irs.gov](http://www.irs.gov) or by calling **1-800-908-9946**. Be sure to request a "Return Transcript" and **not** an "Account Transcript." Federal financial aid policies do not allow us to accept copy of your state tax returns.

An IRS Non-filing letter can be obtained online or by mail, free of charge, by visiting [www.irs.gov](http://www.irs.gov) or by calling **1-800-908-9946**.

If you filed an amended tax return for 2018, you must provide a copy of your tax transcript (which will include only information from the original tax return) and a signed copy of the 2018 IRS form 1040X that was filed with the IRS.

If you or your parent/stepparent has a 2018 tax extension beyond the automatic six-month extension, you may submit IRS form 4868 for tax year 2018, a copy of the IRS's approval of an extension beyond six months and a copy of all 2018 W2's. Additionally, you must submit an IRS Non-Filing Letter dated after October 1, 2019.

If you were a victim of IRS tax-related identity theft, you may provide a Tax Return DataBase View (TRDBV) Transcript, obtained from the IRS and a statement signed and dated by the tax filer indicating that he or she was a victim of IRS tax-related identity theft and that the IRS is aware of the tax-related identity theft.

If you filed a foreign 2018 tax return or a tax return with Guam, the Northern Mariana Islands, Puerto Rico, or the U.S. Virgin Islands, please contact the One Stop for Student Services for further instructions.

- Submit any other required documentation as indicated on your Verification Worksheet or your FlashLine account.

### **What happens after Verification is complete?**

1. A financial aid professional will compare information on this worksheet and any required supporting documents with the information submitted on the 2020-2021 FAFSA. Please allow up to 7-10 business days for this review.
2. If additional documentation is requested after reviewing the worksheets and supporting documents, we will request the additional information on the student's FlashLine account under Financial Aid Messages. A notification will be sent to your Kent State email account. It is the responsibility of the student to check their FlashLine account on a regular basis.
3. Kent State University will electronically submit any corrections necessary to the 2020-2021 FAFSA.
4. The federal Department of Education will reprocess the FAFSA if corrections are necessary. The student will receive an updated electronic Student Aid Report.
5. If the student's financial aid eligibility changes for 2020-2021 as a result of corrections, the financial aid awards will be updated and the student will be notified by an email to their Kent State email account.

Please contact the One Stop for Student Services if you have any questions or concerns.

One Stop for Student Services • Kent State University  
P.O. Box 5190 • Kent, Ohio 44242  
330-672-6000 (office) • 330-672-6001 (fax) • [www.kent.edu/onestop](http://www.kent.edu/onestop)

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