



**YOUR FAFSA WAS
SELECTED BY THE
U.S. DEPT.
EDUCATION**

VERIFICATION

What is verification?

Nyack College is required by law to compare the information on your FAFSA application with the information provided on the verification worksheet and copies of your:

- W-2(s)
- Your IRS Tax Return or transcript
 - parent(s) if you are considered dependent
 - your spouse's if you are married

If there are discrepancies between your application and the documents you've submitted, corrections may need to be made and the amount of aid could change.

FAFSA
Federal Student Aid
An office of the U.S. Department of Education

WHAT DO I DO?



Collect

- Tax returns and
- W2's required of
 - yourself
 - your parent(s)
 - Spouses

Or Non-filers application
if taxes were not filed



Complete all the
sections of the
verification worksheet
that apply

Sign the worksheet



For your security

Upload the completed
worksheet and
requested documents to
the student portal.



Nyack College will
compare the
information on the
documents to your
FAFSA.

You will be informed if
any further information
will be required.



Email Nyacksfs.edu from
your **Nyack email** address
after uploading the
documents so they can be
reviewed and approved.

THE TAX
RETURN WILL
BE REJECTED IF
IT IS NOT
SIGNED

The Tax Return must have the

- Taxpayer signature or
- The Tax Preparer's PTIN

Do you want to allow another person to discuss this return with the IRS (see instructions)? <input type="checkbox"/> Yes. Complete below. <input type="checkbox"/> No			
Third Party Designee	Designee's name ▶	Phone no. ▶	Personal identification number (PIN) ▶
Sign Here Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge. Joint return? See instructions. Keep a copy for your records.	Your signature	Date	Your occupation
	Spouse's signature. If a joint return, both must sign.	Date	Spouse's occupation
	Print/Type preparer's name		Preparer's signature
Paid Preparer Use Only	Firm's name ▶	Firm's address ▶	Check <input type="checkbox"/> if self-employed PTIN S15011111 Firm's EIN ▶ Phone no. ▶
www.irs.gov/form1040			Form 1040 (2014)

HOW DO I KNOW WHAT DOCUMENTS I NEED?

To view your documents, follow these steps:

- Go to the my.nyack.edu website
- Sign in with your Nyack email
- Click on Student Portal
- Click on My Documents
- Click on Document Center

Document Center

Your documents due are listed below. Related forms are available for download if relevant. You may upload documents to the campus, note it may take several days for it to be accepted.

NOTE: Adobe Acrobat Reader is required to view your online PDF documents. You can download the most recent version of the free software. [Get Acrobat Reader now.](#)

Documents Due

[View Previously Submitted Documents >>](#)

Show entries

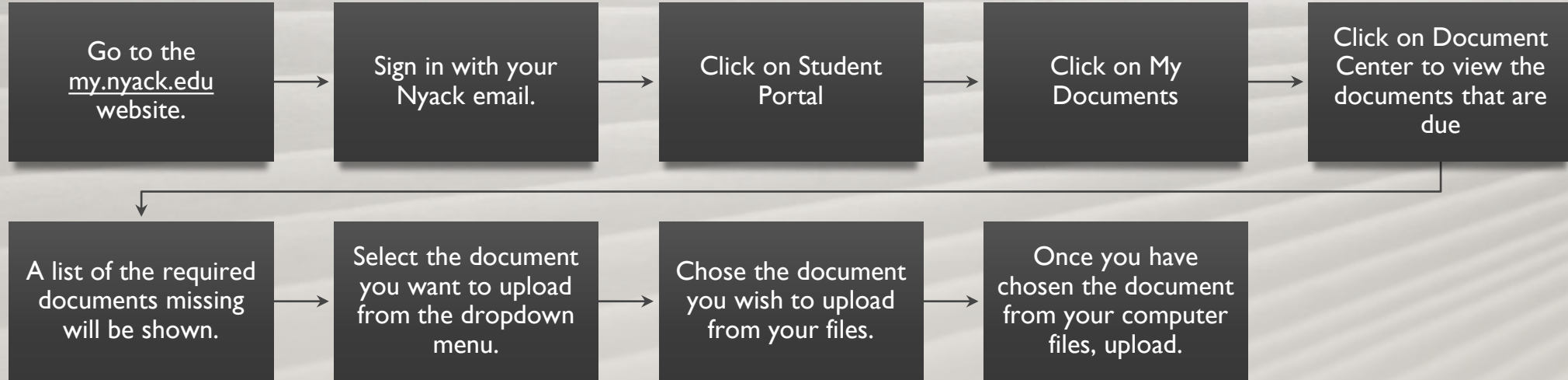
Search

Document Name / Status	Due Date / Template
FA - Verification Worksheet Requested - Required	8/30/2019
FA - Student W2 Forms Requested - Required	8/30/2019
FA - Parent's W2 Forms Requested - Required	8/30/2019
FA - Parent's Federal 1040 Taxes Requested - Required	8/30/2019
FA - FERPA Privacy Release Requested - Required	5/13/2019

Showing 1 to 5 of 5 entries

Previous Next

HOW DO I UPLOAD MY DOCUMENTS?



MISSING OR INCOMPLETE DOCUMENTS **WILL** DELAY THE DISBURSEMENT OF



- Federal Grants
- NY State Aid
- Federal Loans
- Stipend checks

CHECKLIST

- 2018 Taxes are signed
- Verification worksheet has required signatures
- Non-Filers form is signed (if applicable)
- Upload all required documents to the Student Portal
- Email your financial counselor **using your Nyack email** informing them the documents have been uploaded

