

Instructions for Completing the Verification Worksheet - Dependent Students

To complete the Verification Worksheet, please go to: <https://unwsp.edu/admissions/financial-aid/financial-aid-forms/>, and under 2022-23, please click on V1 Verification Worksheet (D).

Verification worksheets

If your FAFSA is selected for verification by the Department of Education, you will need to complete a Verification Worksheet and follow the instructions explained on the Worksheet for income verification.

2022-23

If you were selected for verification for verification for 2022-23, and your verification group was either V1-D or V1-I, please use our secure portal, Dynamic Forms, to complete the Verification Worksheet and upload any documents requested. You can find instructions on how to complete the Verification Worksheet for a dependent here. To get started please choose the appropriate Verification Worksheet for the 2022-23 school year:

2022-23 DEPENDENT STUDENTS
[V1 Verification Worksheet \(D\)](#)

2022-23 INDEPENDENT STUDENTS
[V1 Verification Worksheet \(I\)](#)

1. Log into theROCK. **NEW STUDENTS:** Your ROCK credentials can be found on the [Application Portal](#).

Congratulations, [Redacted], You're In!

[Home](#) [Before You Arrive](#) [More Information](#) [New Student Days](#)

Admitted Students Checklist

- After completing the following forms it might take up to 20 minutes for our system to acknowledge your submission and for the checklist icon to be a green checkbox.
- The Immunization and Health History forms might take 1-3 days for our system to acknowledge your submission and for the checklist icon to be changed to a green checkbox. This is normal as various systems have to sync the form data over nightly runs.

Select Application:
Fall 2022 English ▾

Northwestern Account

ID#:
Email:
UNW Username:
UNW Temp Password:

2. Once you are logged into theROCK. Click on the large gray icon that says 'Complete This Form.'
3. Before you start the form, you will be asked to provide a **parent's** name and email address. This will allow your **parent** to complete the PARENT sections of your Verification Worksheet after you've completed the STUDENT sections of your Verification Worksheet.
4. Complete ALL of the STUDENT sections of the Verification Worksheet. You will have the opportunity to upload tax documents, if needed. You will **NOT** be able to complete the PARENT sections of your Worksheet. Once you've completed the STUDENT sections of your Worksheet, you will be asked to provide your electronic signature. Sign and Submit Form.
5. After you have submitted your Worksheet, your PARENT should receive an email with a link to your form. The email will come from 'forms@unwsp.edu.' You parent will need to create a Dynamic Forms account. There will be a link in the email to do this.
6. Your parent can then log into your Dynamic Forms using the link provided in the email and the complete the PARENT sections of your Worksheet. Your parent will have the opportunity to upload tax documents, if needed. At the end of the Worksheet, your parent will need to provide their electronic signature, social security number and date of birth. Then your parent can submit your Worksheet. **Financial Aid will receive an electronic copy of your Worksheet, and then we'll be able to proceed with verification.**