

2024-2025 Verification Worksheet

Dependent Student

Your 2024-2025 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information the financial aid administrator at your school will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

A. Dependent Student's Information

Student's Last Name	Student's First Name	Student's M.I.	Student's Social Security Number
Student's Street Address (include apt. no.)			Student's Date of Birth
City	State	Zip Code	Student's Email Address
Student's Home Phone Number (include area code)			Student's Alternate or Cell Phone Number

B. Family Size. Please list the persons included in the parent's family per the FAFSA instructions. Include:

- The student.
- The parents (and their spouse or partner) even if the student doesn't live with the parents.
- The parents dependent children (even if they live apart from the parents due to a qualifying temporary absence under IRS code, such as living apart due to college enrollment) who will receive more than half support from July 1, 2024 through June 30, 2025.
Unborn children should NOT be included in the family size, though the family size can be updated if the child is born during the award year and will receive more than half of their support from the parent (and spouse or partner)
- Other persons who live with and receive more than half of their support from the parent (and spouse or partner) AND will receive more than half support for the entire award year.

Full Name	Age	Relationship to the student
		<i>self</i>

2024-2025 DEPENDENT VERIFICATION WORKSHEET

Student's Name: _____ SSN: _____

C. Dependent Student's Income Information to Be Verified

- 1. Instructions: DO NOT COMPLETE THIS SECTION if the student filed or will file a 2022 IRS income tax return.
- 2. TAX RETURN NONFILERS— complete this section if the student will not file and is not required to file a 2022 income tax return with the IRS.

NOTE: VERIFICATION OF NONFILING IS NOT AN INDICATION THAT THE PERSON IS NOT REQUIRED TO FILE A RETURN, JUST CONFIRMATION THAT ONE WAS NOT FILED.

Check the box that applies:

- The student was not employed and had no income earned from work in 2022.
- The student was employed in 2022 and has listed below the names of all employers, the amount earned from each employer in 2022, and whether an IRS W-2 form is attached. Attach copies of all 2022 W-2 forms issued to you by employers. List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and SSN at the top.

Employer's Name	Annual Amount Earned in 2022	IRS W-2 Attached? or an Equivalent Document Provided? (Yes or No)
<i>ABC's Auto Body Shop (Example)</i>	<i>\$2,000.00 (example)</i>	<i>Yes (example)</i>
Total Amount of Income Earned From Work	\$	

2024-2025 DEPENDENT VERIFICATION WORKSHEET

Student's Name: _____ SSN: _____

D. Parent (and/or the spouse or partner) Income Information to Be Verified

1. **Instructions: DO NOT COMPLETE THIS SECTION** if the parents filed or will file a 2022 IRS income tax return(s).

Important Note: The instructions below apply to each parent included in the household. Notify the financial aid office if the parent filed separate IRS income tax returns for 2022 or had a change in marital status after December 31, 2022.

2. **TAX RETURN NONFILERS**—Complete this section if the student's parent (and the spouse or partner) will not file and is not required to file a 2022 income tax return with the IRS.

NOTE: VERIFICATION OF NONFILING IS NOT AN INDICATION THAT THE PERSON IS NOT REQUIRED TO FILE A RETURN, JUST CONFIRMATION THAT ONE WAS NOT FILED.

Check the box that applies:

- The parent (and/or the spouse or partner) was not employed and did not file a 2022 tax return with the IRS.
- The parent (and /or the spouse or partner) was employed in 2022 and has listed below the names of all the parent's employers, the amount earned from each employer in 2022, and whether an IRS W-2 form is attached. Attach copies of all 2022 IRS W-2 forms issued to the parent(s) by employer(s). List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and Social Security Number at the top.

Employer's Name	Amount Earned in 2022	IRS W-2 Attached? or an Equivalent Document Provided? (Yes or No)
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00 (example)</i>	<i>Yes (example)</i>
Total Amount of Income Earned From Work	\$	

Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2023 that indicates a 2022 IRS income tax return was not filed with the IRS or other relevant tax authority, or a signed statement certifying that the individual attempted to obtain confirmation of nonfiling from the IRS or other relevant tax authority and was unable to obtain the required documentation.

____ Check here if confirmation of nonfiling is provided.

2024-2025 DEPENDENT VERIFICATION WORKSHEET

Student's Name: _____ SSN: _____

E. Certification and Signature

Each person signing below certifies that all of the information reported is complete and correct.

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

Student's Signature (Required)

Date

Parent's Signature (Required) (Note: Parent whose information was reported on the FAFSA must sign and date.)

Date

Parent (and/or spouse or partner) Signature
(Note: Required if parents spouse or partner didn't file a tax return or if parent(s) marital status on FAFSA is unmarried but living together).

Date

Do not mail this worksheet to the U.S. Department of Education.

Submit this worksheet to the financial aid administrator at your school.

You should make a copy of this worksheet for your records.