



# 2023–2024 V1-Standard Verification Worksheet

## Dependent

Your 2023–2024 Free Application for Federal Student Aid (FAFSA) was selected for a review process called Verification. Federal Regulations require that before processing Federal Student Aid, we must ask you to confirm the information you and your parent(s) reported on your FAFSA.

## **A. Dependent Student's Information**

Last Name	First Name	M.I.	SSN or ESM Student ID
Home Address (include apt. no.)			Date of Birth
City	State	Zip Code	Email Address
Home Phone Number (include area code)			Alternate or Cell Phone Number

## **B. Dependent Student's Family Information**

## Household Members and Number in College

List below the people in the **parents' household**. Include:

- The student
- The parents (including a stepparent).
- The parents' other children if the parents will provide more than half of their support from July 1, 2023 through June 30, 2024, or if the other children would be required to provide parental information if they were completing a FAFSA for 2023-2024. Include children who meet either of these standards even if the children do not live with the parents.
- Other people if they now live with the parents and the parents provide more than half of their support and will continue to provide more than half of their support through June 30, 2024.

Write the **name of the college** for any household member, who will be attending college at least half time, in a program that leads to a college degree or certificate any time between July 1, 2023 and June 30, 2024. Only list the college if it is an institution in the US. **Do not list the name of the college if the parent is enrolled.**

### C. Dependent Student's Income (Complete 1 or 2)

#### 1. If you completed a 2021 Federal Income Tax Return check only one box below:

If the student filed an amended 2021 IRS income tax return, please contact the **Financial Aid Office**.

- Check here if you (student) completed the IRS data retrieval process either on your initial FAFSA or when making corrections to the FAFSA.
- Check here if you (student) are attaching a copy of your 2021 IRS Tax Return Transcript or a **signed** copy of your 2021 Federal Income Tax Return, including Schedules 1-3, if applicable. Tax return transcripts can be requested from the IRS by visiting [www.irs.gov/transcript](http://www.irs.gov/transcript)

#### 2. If you did not file and are not required to file a 2021 Federal Income Tax Return check only one box below:

- The student was not employed and had no income earned from work in 2021.
- The student was employed in 2021 and has listed below the names of all employers, the amount earned from each employer in 2021, and whether an IRS W-2 or 1099 form is attached. Provide copies of all 2021 IRS W-2 and/or 1099 forms issued to the student. List every employer even if the employer did not provide an IRS W-2 or 1099 form. Provide a signed statement explaining the reason if unable to obtain an IRS W-2 or 1099 form for income earned from employer.

If more space is needed, attach a separate page with the student's name and ID number at the top.

*(Do not complete if you are a tax filer)*

Employer's Name	2021 Amount Earned	IRS W-2 or 1099

### D. Parent's Income Information (Complete 1 or 2)

#### 1. If you completed a 2021 Federal Income Tax Return check only one box below:

If the parents filed an amended 2021 IRS income tax return, the parents must contact the **Financial Aid Office**.

- Check here if you (parent) completed the IRS data retrieval process either on your initial FAFSA or when making corrections to the FAFSA.
- Check here if you (parent) are attaching a copy of your 2021 IRS tax return transcript or a **signed** copy of your 2021 Federal Income Tax Return, including Schedules 1-3, if applicable. Tax return transcripts can be requested from the IRS by visiting [www.irs.gov/transcript](http://www.irs.gov/transcript)

#### 2. If you did not file and are not required to file a 2021 income tax return check only one box below:

If the parent(s) did not file a 2021 income tax return with the IRS, provide "Verification of Nonfiling Letter" from the IRS. To obtain a "Verification of Nonfiling Letter", go to [www.irs.gov](http://www.irs.gov). You can also print and mail Form 4506T to the IRS. Make sure to check Box 7.

- Check here if neither parent was employed nor earned income from work in 2021.
- Check here if one or both parents were employed in 2021 and list below the names of all employers, the amount earned from each employer in 2021, and attach copies of all 2021 IRS W-2 forms issued to the parents by their employer(s).

If more space is needed, attach a separate page with the student's name and ID number at the top.

*(Do not complete if you are a tax filer)*

Employer's Name	2021 Amount Earned	IRS W-2 or 1099

### E. Certification and Signatures

Each person signing this form certifies that all the information reported on it is complete and correct. The student and a parent in the primary household must sign (not electronic or digital) and date below.

Student's Signature

Date

Parent's Signature

Date

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