

Verification Worksheet – Independent Student 2023-2024

Your application was selected by the U.S. Department of Education for review in a process called “**Verification.**” Please complete, sign, and submit this form with any other required documentation to the financial aid administrator at your college.

Step 1 - Student Information

| | | | | |
|--|---|----------|----------|---------------|
| Student’s name (First, MI, Last) | Student/Banner ID # | | | |
| Street Address (include apt #) | | | | |
| <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">City</td> <td style="width: 33%;">State</td> <td style="width: 33%;">Zip Code</td> </tr> </table> | City | State | Zip Code | Date of Birth |
| City | State | Zip Code | | |
| Student’s Email Address | Student’s Primary Phone # <small>(include area code)</small> | | | |

Step 2 – Student’s Family/Household Information

List the people in your household. Be sure to include:

- a. **Yourself** (the student)
- b. **Your spouse** (if applicable)
- c. **Your children**, if you will provide more than half of their support from July 1, 2023 – June 30, 2024
- d. **Other people** who live with you and will receive more than half of their support from you from July 1, 2023 – June 30, 2024.

List the names of all household members in the table below and indicate whether the household member will be attending college at least half-time during the 2023-2024 academic year. Attach a separate sheet if you need additional space.

| Full Name | Age | Relationship to Student | College | Will be Enrolled at Least Half-Time |
|------------------------------|-----------|-------------------------|---------------------------|-------------------------------------|
| <i>Missy Jones (example)</i> | <i>18</i> | <i>Spouse</i> | <i>Central University</i> | <i>Yes</i> |
| | | <i>Self</i> | | |
| | | | | |
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| | | | | |

Student's Name: _____ Student/Banner ID: _____

Step 3 – Student/Spouse Income (check one)

- My 2021 income was reported on the FAFSA using the IRS Data Retrieval Tool.
- I filed a 2021 Federal Tax Return, but could not use the IRS Data Retrieval Tool. **Must provide signed copy of 2021 Federal Tax Return –or– 2021 IRS Tax Return Transcript.**
- I did NOT, and was not required to file a Federal Tax Return. I was not employed and did NOT earn income in 2021. **Must provide 2021 IRS Verification of Non-filing Letter.**
- I did NOT, and was not required to file a Federal Tax Return, BUT earned income in 2021. Complete the table below. **Must provide copies of all 2021 W-2's and the 2021 IRS Verification of Non-filing Letter.**

| Employer's Name | 2021 Amount Earned | IRS W-2 Provided? |
|--|-----------------------------|----------------------|
| <i>Suzy's Auto Body Shop (example)</i> | <i>\$2,000.00 (example)</i> | <i>Yes (example)</i> |
| | | |
| | | |
| | | |
| | | |

Step 4 – Certification and Signatures

WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both.

I certify all the information reported is complete and correct.

The student and one parent whose information is reported on the FAFSA must sign and date below.

Student Signature Date

Spouse Signature (Optional) Date