



GROUP 1 VERIFICATION WORKSHEET 2024-25

Your FAFSA was selected by the U.S. Department of Education for a review process called "Verification." **Verification must be completed before your financial aid can be finalized and before any aid will be credited to your student account.** If there are differences between your FAFSA and this information, the Financial Aid Office will update your FAFSA, recalculate your aid eligibility, and send a revised financial aid package.

INSTRUCTIONS: Please complete **ALL** sections of this worksheet, attach requested documentation, sign, and return to the Financial Aid Office. **Incomplete worksheets will not be processed. Verification cannot be completed until all requested documents are received and reviewed.**

DEADLINE: Two weeks before either the end of the first semester that the student enrolls or the last date of attendance, whichever comes first. Exceptions can be made at the discretion of the Director of Financial Aid for circumstances outside of the student or family's control.

Student Name:

Permanent Address:

City: State: Zip Code:

Phone/Cell: Email:

Marital Status: ☐ Unmarried ☐ Married ☐ Separated/Divorced/Widowed

STUDENT TAX/INCOME INFORMATION:

Did or will you (and/or your spouse) file a Federal Income Tax Return for 2022? ☐ Yes ☐ No

1. **If you answered YES**, we may or may not require additional documentation of your household income. Your financial aid counselor will contact you if any additional documentation is required.

2. **If you answered NO**, attach a photocopy of your (and your spouse's) 2022 W-2s and unemployment documents (if applicable).

- If you did not receive a 2022 W-2 wage form(s), write total 2022 earnings here (write \$0 if none):
- Attach a *Verification of Non-filing Letter* from the IRS dated after October 1, 2023. This letter is available at www.irs.gov/Individuals/Get-Transcript.

PARENT TAX/INCOME INFORMATION (DEPENDENT STUDENTS ONLY):

Did or will you (and/or your spouse) file a Federal Income Tax Return for 2022? ☐ Yes ☐ No

1. **If you answered YES**, we may or may not require additional documentation of your household income. Your financial aid counselor will contact you if any additional documentation is required.

2. **If you answered NO**, attach a photocopy of your (and your spouse's) 2022 W-2s and unemployment documents (if applicable).

- If you did not receive a 2022 W-2 wage form(s), write total 2022 earnings here (write \$0 if none):
- Attach a *Verification of Non-filing Letter* from the IRS dated after October 1, 2023. This letter is available at www.irs.gov/Individuals/Get-Transcript.

HOUSEHOLD INFORMATION: (Not sure if you're dependent or independent? The information at this link can help you figure it out: <https://studentaid.gov/sites/default/files/dependency-status.pdf>)

- Dependent Students:** List the persons in your parent's household, including:
- **Yourself** and **your custodial parent(s)** (including a step-parent), even if you don't live with your parents.
 - **Your parents' other dependent children**, if your parents will provide more than half of their support from July 1, 2024 through June 30, 2025, or they would be required to give parental information when applying for Federal Student Aid.
 - **Other people** if they now live with your parents, and your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2024 through June 30, 2025.

- Independent Student:** List the persons in your household, including:
- **Yourself** and **your spouse** (if applicable)
 - **Your children**, if you provide more than half of their support from July 1, 2024 through June 30, 2025
 - **Other people** that now live with you, if you provide more than half of their support and will continue to provide more than half of their support from July 1, 2024 through June 30, 2025.

In the space below, list information about any household member that meets the criteria listed above.

Full Name of ALL Family Members	Age	Relationship to Student (Ex: Father, Mother, Sister)
		Self

I hereby certify that all statements and information provided on the application are true, complete, and correct to the best of my knowledge and belief. If asked by an authorized official, I agree to give proof of the information that I have given on this application. I understand it is a federal crime to purposefully give false or misleading information on this form and may be subject to a fine, imprisonment, or both.

Student Signature: _____

Date:

Parent Signature: _____

Date:

***Digital Signatures, if used, must be “drawn” rather than typed. Forms with a typed signature will not be accepted.**