



# Verification Worksheet

## Dependent Student

### 2025-2026

Your 2025-2026 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law states that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA application. To verify that you provided correct information, the financial aid administration 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 as soon as possible so that your financial aid will not be delayed.

#### A. Student Information

Last Name	First Name	M.I.	Student ID#
Street Address (include apt. no.)			Date of Birth
City	State	Zip	Email Address
Cell Phone	Alternate Phone Number		

#### B. Household Members

Household includes:

- Yourself
- Your contributor(s) (biological parent(s), adoptive, or parent's spouse) even if you do not live with them.
- Your contributor(s) other children, if any, who are under 24 years old, even if they do not live with the contributor(s).
- Other people if they live with your contributor(s) and your contributor(s) provides more than half of their support and will continue to provide more than half their support through June 30, 2026.

Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2026

Full Name	Age	Relationship to Student
		Self

# C. Dependent Student's Income Information

☐ I filed a 2023 Tax Return

☐ I did not file a 2023 Tax Return

Check the box that applies:

- ☐ I was able to transfer my 2023 IRS tax information to my FAFSA application.
- ☐ I was unable to transfer my 2023 IRS tax information to my FAFSA application, and instead will provide the school with a copy of my 2023 Tax Return Transcript or a signed copy of my tax return.

How to Request a Tax Return Transcript or Proof of Non-Filing

- Get transcript by MAIL-Go to [www.irs.gov](http://www.irs.gov), under the Tools heading, click, "Get a Tax Transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript."
- Automated Telephone Request- 1-800-908-9946
- Paper Request Form-IRS Form 4506-T-EZ or IRS Form 4506-T. This form can be used to obtain a Tax Return Transcript or Proof of Non-Filing.
- [www.irs.gov](http://www.irs.gov) for an electronic Tax Return Transcript

You must provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2023 that indicates a 2023 IRS Income Tax Return was not filed with the IRS or other relevant tax authority. See box to the left on How to Request a Tax Return Transcript or Proof of Non-filing.

- Proof of Non-filing from IRS must be provided
- W-2's from all employers must be provided

## Verification of Non-filing Statement 2023

I \_\_\_\_\_ certify that I was not required to file a 2023 Tax Return. I have attached a Proof of Non-filing and all W-2's.

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Date signed

Sources of 2023 Income		
Income Source	Yearly Amount earned	Documentation Provided

**Warning:** If you purposely give false or misleading information, you may be fined and/or imprisoned.

## D. Contributor Household Income Information

☐ Contributor filed a 2023 Tax Return ☐ Contributor did NOT file a 2023 Tax Return

Check the box that applies:

- ☐ My contributor was able to transfer their 2023 IRS tax return information to my FAFSA application.
- ☐ My contributor was unable to transfer their 2023 IRS tax information to my FAFSA application, and instead will provide the school with a copy of their 2023 Tax Return Transcript or a signed copy of their tax return.

You must provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2023 that indicates a 2023 IRS Income Tax Return was not filed with the IRS or other relevant tax authority. See box to the left on How to Request a Tax Return Transcript or Proof of Non-filing.

- Proof of Non-filing from the IRS must be provided
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### How to Request a Tax Return Transcript or Proof of Non-Filing

- Get transcript by MAIL-Go to [www.irs.gov](http://www.irs.gov), under the Tools heading, click, "Get a Tax Transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript."
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- [www.irs.gov](http://www.irs.gov) for an electronic Tax Return Transcript

### Verification of Non-filing Statement 2023

I \_\_\_\_\_ certify that I was not required to file a 2023 Tax Return. I have attached a Proof of Non-filing and all W-2's.

\_\_\_\_\_  
Signature of Non-filer

\_\_\_\_\_  
Relationship to student

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

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Student ID#

\_\_\_\_\_  
Contributor 1 Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contributor 2 Signature

\_\_\_\_\_  
Date

**Warning:** If you purposely give false or misleading information, you may be fined and/or imprisoned.

### Sources of 2023 Income

Income Source	Yearly Amount earned	Documentation Provided