



STANDARD VERIFICATION WORKSHEET

2024-25

Your 2024-25 FAFSA was selected by the U.S. Department of Education for a review process called "Verification." Under the financial aid program rules (34 CFR, Part 668), we are required to review the requested information and make necessary corrections. Please complete the entire form and submit all necessary signatures and documentation. Please note, this form will be returned and/or aid processing delayed if not fully completed.

1. STUDENT INFORMATION

Last name	First Name	M.I.	PIA ID
Address (include apt. no.)			
Preferred Phone		Preferred Email	

2. HOUSEHOLD INFORMATION

In the chart below, please list all household members, including parent/step-parent (if dependent), who fit the criteria outlined below. If you need more space, please attach a separate page with the student's name and ID number at the top.

Carefully read the following directions before completing the chart:

Dependent Student: Write the name, age and relationship to **YOU (THE STUDENT)** of all the people your parent(s) will support between July 1, 2024 and June 30, 2025. Include in your household:

- **Yourself**, even if you do not currently live with your parent(s)
- **Your parent(s)** (including step-parent), even if you do not live with them. Exclude a parent who has died or is not living in the household because of separation or divorce. Include a parent who is on active duty in the U.S. Armed Forces apart from the family.
- **Your siblings**, if they live with your parents (unless living apart due to college enrollment), they receive more than half of their support from parent(s), and they will continue to receive more than half of their support from your parents during the year.
- **Other people**, if they live with your parents, they receive more than half of their support from parent(s), and they will continue to receive for than half of their support from your parents during the year.

Independent Student: Write the name, age, and relationship to **YOU (THE STUDENT)** of all the people you (and your spouse) will support between July 1, 2023 and June 30, 2024. Include in your household:

- **Yourself**
- **Your spouse**, if married
- **Your children**, if they live with you, they receive more than half of their support from you, and they will continue to receive more than half of their support from you during the year.
- **Other people**, if they live with you, they receive more than half of their support from you, and they will continue to receive more than half of their support from you during the year.

NOTE: Incomplete forms will be returned for completion.

Full Name	Age	Relationship
		Self

3. INCOME INFORMATION

PLEASE READ CAREFULLY: As part of federal student aid eligibility and to complete the FAFSA students, spouses (if applicable), and parents (if dependent) will be required to consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective.

Alternate Documentation: If 2022 income tax return information for a student, spouses (if applicable), or parents (if dependent) was not available or could not be used, they should provide the institution with one of the following:

- A SIGNED copy of your 2022 Federal 1040 Tax Return, with all applicable schedules 1, 2 and/or 3.
- 2022 IRS Tax Return Transcript, which can be obtained at [IRS.GOV/get-transcript](https://www.irs.gov/get-transcript).

Student and/or Spouse Section:

Did you, the student, file a 2022 Federal Tax Return, Puerto Rican, or Foreign Income Tax Return? Yes No

If *NO*, select one of the following options:

I was not employed, had no earnings from work in 2022, and was not required to file a 2022 Federal IRS Tax Return.

I had earnings from work in 2022, however, was not required to file a 2022 federal tax return. **(You MUST complete chart below and attach all 2022 W-2 forms and 1099 Forms)**

Amount Earned	Employer	2022 W-2 and/or 1099s included?

***NOTE:** A Verification of Non-filing Letter must be provided by Independent individuals who would have filed a return with a relevant tax authority other than the IRS.*

Parent Section (If Dependent):

Did you, the parent(s), file a 2022 Federal Tax Return, Puerto Rican, or Foreign Income Tax Return? Yes No

If *NO*, select one of the following options:

I/We was not employed, had no earnings from work in 2022, and was not required to file a 2022 Federal IRS Tax Return.

I/We had earnings from work in 2022, however, was not required to file a 2022 federal tax return. **(You MUST complete chart below and attach all 2022 W-2 forms and 1099 Forms)**

Parent Name	Amount Earned	Employer	2022 W-2 and/or 1099s included?

***NOTE:** A Verification of Non-filing Letter must be provided by individuals who would have filed a return with a relevant tax authority other than the IRS.*

4. CERTIFICATION

By signing below, I (we) certify that all the information reported to qualify for Federal student aid is complete and accurate. If the student is dependent, both parent and student MUST sign. Electronic signatures cannot be accepted.

Student

Date

Parent (if dependent)

Date

Parent (if dependent)

Date