2023-24 DEPENDENT VERIFICATION WORKSHEET

Your 2023-24 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. In this process, we are required by federal law to compare the information from your FAFSA application with the information provided on this form and your and your parent's tax information. If there are differences, your FAFSA information may need to be corrected. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the Financial Aid Office. We cannot process your financial aid until verification has been completed. We may ask for additional information.

SECTION A: DEPENDENT STUDENT INFORMATION

Last Name	First Name		M.I. Student ID	
Address (include apt. no.)		Date o	f Birth	
City	State	Zip Code	Student's Email Address	
Student's Phone Number			Student's Alternate Phone Number	

SECTION B: FAMILY INFORMATION

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

- The student.
- The parents (including a stepparent) even if the student does not live with the parents.
- The parents' other children if the parents will provide more than half of the children's 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 a child does not live with the parents.
- Other people if they now live with the parents and the parents provide more than half of the other person's support, and will continue to provide more than half of that person's support through June 30, 2024.

Number in college: Include in the space below information about any household member, **excluding the parents**, who is, or will be, enrolled <u>at least half time</u> in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2023 and June 30, 2024, and include the name of the college. We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate. If more space is needed, provide a separate page with the student's name and ID at the top.

First Name Last Name	Age	Relationship (self, parent, brother, sister, etc.)	College	Will be Enrolled in at least 6 credit hours? Yes or No
Suzy Student (example)	20	Self	Vernon College	Yes
		Self (student)	Vernon College	

Last Name Fir	st Name	M.I. Student ID		
SECTION C: STUDENT TAX RETURN FILERS				
Instructions: Complete this section if the student filed or will file a 2021 IRS Income tax return. The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is a part of FAFSA on the Web at studentaid.gov. In most cases, no further documentation is needed to verify 2021 income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed. Check the box that applies:				
The student <u>has used</u> the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2021 IRS income tax return information into the student's FAFSA.				
The student has not yet used the line income tax return information	RS Data Retrieval Tool in FAFSA on the student's FAFSA.	ne Web, but will us	se the tool to transfer 2021	
The student is <u>unable or chooses not to use</u> the IRS Data Retrieval Tool in FAFSA on the Web, and instead will provide the school with a 2021 IRS Tax Return Transcript or a signed copy of the 2021 income tax return and applicable schedules. A 2021 IRS Tax Return Transcript may be obtained through:				
 Get Transcript by MAIL – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript by Mail." Make sure to request the "Return Transcript" and NOT the "Account Transcript." The transcript is generally received within 10 business days from the IRS's receipt of the online request. Get Transcript ONLINE – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript Online." Make sure to request the "Return Transcript" and NOT the "Account Transcript." To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication. Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request. Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS's receipt of the paper request form. 				
Check the box that applies:				
A 2021 IRS Tax Return Transcript or signed copy of the 2021 income tax return and applicable schedules is provided.				
A 2021 IRS Tax Return Transcript or a signed copy of the 2021 income tax return and applicable schedules will be provided later.				
SECTION D: STUDENT NON-TAX FILERS				
Complete this section if the student will not file and is not required to file a 2021 income tax return with the IRS. Check the box that applies:				
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 form is provided. Provide copies of all 2021 IRS W-2 forms issued to the student by their employers. List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and Student ID at the top.				
Employer's Name	Was an IRS W-2 provided by If yes, you must attach a co		Annual Amount Earned in 2021	
ABC's Auto Body Shop (example)	Yes	, 	\$4,500.00	

Total Amount of Income Earned from Work in 2021

Last Name First Name	M.	.I. Student ID	
SECTION E: PARENT TAX RETURN FIL	FRS		
Instructions: Complete this section if the parer	nts filed or will file a 2021 IRS Inc	come tax return(s	s). The best way to verify
income is by using the IRS Data Retrieval Tool that each parent included in the household. Notify the 2021 or had a change in marital status after Decer IRS Data Retrieval Tool cannot be used and the 2 return and applicable schedules must be provided	at is part of FAFSA on the Web at a the financial aid office if the parents mber 31, 2021. If the parents filed 021 IRS Tax Return Transcript(s)	studentaid.gov. <u>Tr</u> s filed separate IRS separate 2021 IRS or a signed copy of	nis section applies to S income tax returns for S income tax returns, the
The parents <u>have used</u> the IRS Data Retrinsformation into the student's FAFSA.	rieval Tool in FAFSA on the Web to	o transfer 2021 IR	S income tax return
The parents <u>have not yet used</u> the IRS Da IRS income tax return information into the		: Web, but will use	the tool to transfer 2021
The parents are <u>unable or choose not to unable or choose not to unable or choose not to unable school a 2021 IRS Tax Return Transcription.</u> School a 2021 IRS Tax Return Transcription.	ript(s) or a signed copy of the 202°		
Get Transcript by MAIL – Go to sure to request the "Return Transwithin 10 business days from the Get Transcript ONLINE - Go to volume to request the "Return Transwith tool, the user must have (1) access plans cannot be used) in the user number or an account number for successful completion of the IRS's Automated Telephone Request from the IRS's receipt of the teleptous in Paper Request Form business days from the IRS's receipt of the IRS's r	cript" and NOT the "Account Trans IRS's receipt of the online request. www.irs.gov, click "Get Your Tax R cript" and NOT the "Account Trans is to a valid email address, (2) a te is name, and (3) specific financial a home mortgage or auto loan). To two-step authentication. — 1-800-908-9946. Transcript is ghone request. 1 4506T-EZ or IRS Form 4506-T.	script." The transcr i. Record." Click "Get script." To use the ext-enabled mobile account numbers The transcript displa generally received	Transcript Online." Make Get Transcript Online phone (pay-as-you-go (such as a credit card ays online upon
Check the box that applies:	,pt of and paper 1242221		
A 2021 IRS Tax Return Transcript(s) or sprovided.	signed copy of the 2021 income ta	x return(s) and app	plicable schedules is
A 2021 IRS Tax Return Transcript(s) or a be provided later.	a signed copy of the 2021 income	tax return(s) and a	ipplicable schedules will
SECTION F: PARENT NON-TAX FILERS	<u> </u>		
Complete this section if the parents will not file	and are not required to file a 26	021 income tax re	eturn with the IRS. Check
the box that applies:			
Neither parent was employed, and neither	had income earned from work in 2	2021.	
One or both parents were employed in 202 each employer in 2021, and whether an IF the parents by their employers. List every is needed, attach a separate page with the	RS W-2 form is provided. Provide employer even if the employer did	copies of all 2021 d not issue an IRS	IRS W-2 forms issued to
Employer's Name	Was an IRS W-2 provided by If yes, you must attach a cop		Annual Amount Earned in 2021
ABC's Auto Body Show (example)	Yes	,	\$4,500
			•
Tot	al Amount of Income Earned fro	om Work in 2021	\$

Last Name	First Name		Student ID
	ed with the IRS, or a signed	statement certifying that	1, 2022 that indicates a 2021 IRS the individual attempted to obtain documentation.
Check the box that applies:			
Confirmation of non-filir	ng or signed statement is prov	rided.	
Confirmation of non-filir	ng or a signed statement will b	pe provided later.	
If the parent was unable to obtain the VNF from			
for that year. I also certify that I	attempted to obtain the Verific	cation of Non-filing Letter (or and was not required to file a tax form VNF) from the IRS but was unable to d from each employer in 2021 is
SECTION G: Certification	n and Signatures		
Each person signing below cert whose information was reported			correct. The student and one parent
Warning: if you purposely girjail, or both.	ve false or misleading infori	mation on this worksheet	, you may be fined, be sentenced to
Student's Signature (Required)		Date	
Parent's Signature (Required)		Date	
PLEASE RETURN ALL FORM Vernon College	S AND DOCUMENTATION T Phone: 940-		

Vernon College Financial Aid Office 4400 College Drive Vernon, TX 76384 Phone: 940-552-629 Fax: 940-553-1753