### **Central Tech**

# 2024–2025 Verification Worksheet Dependent Student (V5)

Your 2024–2025 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information the financial aid administrator 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 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 administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

Student's Last Name	Student's First Name	Student's Social Security Number		
Student's Street Address (i	nclude apt. no.)	Student's Date of Birth		
City	State	Student's Email Address		
Student's Home Phone Nu	mber (include area code)	Student's Alternate or Cell Phone Number		

#### **B.** Dependent Student's Family Information

A Dependent Student's Information

- 1. List below the people in your <u>parent(s)</u>' household. Include:
  - Yourself and your parent(s) (including a stepparent) even if you don't live with your parent(s).
  - Your parent(s)' other children if your parent(s) will provide more than half of their support from July 1, 2024, through June 30, 2025, or if the other children would be required to provide parental information if they were completing a FAFSA for 2024–2025. Include children who meet either of these standards, even if they do not live with your parent(s).
  - Other people, if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2025.
- 2. Include the name of the college for any household member, excluding your parent(s), who will be enrolled, at least half time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2024, and June 30, 2025. If more space is needed, attach a separate page with the student's name and SSN at the top.

Full Name	Age	Relationship	College	Enrolled at Least
				Half Time in 24-25
Marty Jones(example)	28	Wife	Central University	Yes
		Self		

#### C. Dependent Student's Income Information to Be Verified

**Important Note:** The instructions below apply to each parent included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2022 or had a change in marital status after December 31, 2022.

**Instructions:** Complete this section if the parents <u>filed or will file</u> a 2022 IRS income tax return(s). *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at <u>FAFSA.gov</u>. In most cases, no further documentation is needed to verify 2022 income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed by the FAFSA filer.* 

Check the box that applies:
Student Parent, <u>have used</u> the IRS DRT in FAFSA on the Web to transfer my 2022 IRS income tax return information into FAFSA.
Student Parent, <u>have not yet used</u> the IRS DRT in FAFSA on the Web, but will use the tool to transfer 2022 IRS income tax return information into FAFSA once the 2022 IRS tax return has been filed. <i>The school cannot complete the verification process until the IRS information has been transferred into your FAFSA.</i>
Student Parent, am <u>unable or choose not to use</u> the IRS DRT in FAFSA on the Web, and instead will provide the school with a <b>2022 IRS tax return transcript(s)</b>
A 2022 IRS Tax Return Transcript may be obtained through:
<ul> <li>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.</li> <li>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.</li> <li>Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.</li> <li>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.</li> </ul>
If the parents filed separate 2022 IRS income tax returns, the IRS DRT cannot be used and the <b>2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return and applicable schedules</b> must be provided for each.
Student Parent Check here if a 2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return and applicable schedules is provided.
Student Parent Check here if a 2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return and applicable schedules will be provided later. Verification cannot

be completed until the IRS tax return transcript(s) has been submitted to the school.

	<b>Student Nontax Filers</b> - The instructions and certifications below apply to the student, if the student is married. Complete this section if the student will not file and <u>are not required</u> to file a 2022 income tax return with the IRS.							
Che	ck the box that applies:  The student and spouse were not employed and had no in	ncome earned from work in	n 2022.					
	The student and/or spouse were employed in 2022 and hearned from each employer in 2022, and whether an IRS [Provide copies of all 2022 IRS W-2 forms issued to the employer even if the employer did not issue an IRS W-2 If more space is needed, provide a separate page with the	W-2 form or an equivalent student and spouse by their form.	at document is provide ir employers]. List ev	ed.				
	Employer's Name IRS W-2 or an Equivalent Annual Amount							
	(Example) ABC's Auto Body Shop	Document Provided?  Yes	Earned in 2022 \$4,500.00					
	(Example) TIBE 3 Timo Body Shop	165	φτ,500.00					
	Total Amount of Income Earn	ned From Work	\$					
obta  Pare Con	income tax return was not filed with the IRS or other relevidual attempted to obtain confirmation of non-filing from an the required documentation.  Check here if confirmation of non-filing or a signed state. Check here if confirmation of non-fil	ement is provided. Ement will be provided late ow apply to each parent inquired to file a 2022 incompared from work in 2022. Ested below the names of all form or an equivalent document of the employers. List every en	r. cluded in the househo e tax return with the I  employers, the amoun nent is provided. [Pro	ld. RS. nt earned				
	If more space is needed, provide a separate page with the student's name at the top.  Employer's Name  IRS W-2 or an  Annual Amount							
	Employer's Name    Figure   Fi							
	(Example) ABC's Auto Body Shop Yes \$4,500.00							
	T + 1 A + CI = F	1.D. W. 1	Φ.					
	Total Amount of Income Earned From Work \$							
IRS indi	vide documentation from the IRS or other relevant tax auth income tax return was not filed with the IRS or other relevidual attempted to obtain confirmation of non-filing from in the required documentation.	vant tax authority, or a sign the IRS or other relevant t	ed statement certifyin	g that the				
	Check here if confirmation of non-filing or a signed statement is provided.  Check here if confirmation of non-filing or a signed statement will be provided later.							

#### D. Parent's Child Support Paid to Be Verified

If one or both of the parents included in the household and/or the student paid child support in 2022, provide in the space below the names of the persons who paid the child support, the names of the persons to whom the child support was paid, the names and ages of the children for whom the child support was paid, and the total annual amount of child support that was paid in 2022 for each child.

If more space is needed, provide a separate page that includes the student's name and SSN at the top.

Name of Person Who	Name of Person to Whom	Name and Age of Child for	Annual Amount
Paid Child Support	Child Support was Paid	Whom Support Was Paid	of Child Support
			Paid in 2022
	\$		

Note: If we have reason to believe that the information regarding child support paid is inaccurate, we may require additional documentation, such as:

- A signed statement from the individual receiving the child support certifying the amount of child support received; or
- Copies of the child support payment checks, money order receipts, or similar records of electronic payments having been made.

#### E. Parent's SNAP Program to Be Verified

Complete this	section	if someone	in the	student's	parent's	household	(listed	in	Section	B) re	ceived	benefits	fron	n the
Supplemental 1	Nutrition	Assistance	Program	or SNAI	(former	ly known	as food	stan	nps) any	time	during	the 202	22 or	2023
calendar years.														
One of the	persons	listed in Sec	ction B c	of this wor	ksheet rec	eived SNA	P benef	īts ir	1 2022 o	r 2023	. If ask	ed by m	y sch	ool, I

will provide documentation of the receipt of SNAP benefits during 2022 and/or 2023.

# F. Identity and Statement of Educational Purpose (To Be Signed at the Institution)

The student must appear in person at <u>Central Tech</u> to verify his or her identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose provided on the following page.

## Identity and Statement of Educational Purpose (To Be Signed in the Presence of a Notary)

If the student is unable to appear in person at Central Tech to verify his or her identity, the student must provide to the institution:

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and
- (b) The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

### **Statement of Educational Purpose**

I certify that I	am the individual signing	
(P	rint Student's Name) am the individual signing	
I may receive will only be us	l Purpose and that the Federal student financial assistance sed for educational purposes and to pay the cost of attending for 2024–2025.	
(Name of Postsecondary Educ	for 2024–2025.	
(Student's Signature)	(Date)	
(Student's ID Number)		
	Notary's Certificate of Acknowledgement	
State of		
City/County of		
On	, before me,,	
(Date)	(Notary's name)	
personally appeared,	, and proved to me	
	(Printed name of signer)	
on the basis of satisfactory ev	vidence of identification	
	(Type of unexpired government-issued photo ID prov	vided)
to be the above-named person	n who signed the foregoing instrument.	
WITNESS my hand and off (seal)	ficial seal	
(Notary signature)		
My comm	ission expires on	
	(Date)	

#### G. Certification and Signature

Each person signing below certifies that all of the information reported is complete and correct.  The student and one parent whose information was	WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both.			
reported on the FAFSA must sign and date.				
Student's Signature	Date			
Parent's Signature	Date			
Parent's Signature	Date			

Do not mail this worksheet to the U.S. Department of Education. Submit this worksheet to the financial aid administrator at your school. You should make a copy of this worksheet for your records.