

## 2026–2027 Verification Worksheet V1 Dependent Student

Your 2026–2027 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 reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

### A. Students' Information

Student's Last Name	First Name	M.I.	Student's Identification (ID) Number
Student's Street Address (include apt. no.)			Student's Date of Birth
City State Zip Code			Student's Email Address
Student's Home Phone Number (including area code)			Student's Alternate or Cell Phone Number

### B. Dependent Student's Family Information

Family size includes the following:

- The student.
- The student's parents, even if the student is not living 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.
- The student's siblings if the following are true:
  - They live with the students' parents (or live apart because of college enrollment),
  - They receive more than half of their support from the students' parents, and
  - They will continue to receive more than half their support from the students' parents during the award year.
- Other people if the following are true:
  - They live with the student's parents,
  - They receive more than half of their support from the students' parents, and
  - They will continue to receive more than half their support from the students' parents during the award year.

The provided criteria for "dependent children" or "other persons" align with the requirement that family size align with whom the parent could claim as a dependent on a U.S. tax return if the parent were to file a U.S. tax return at the time of completing the 2026-2027 FAFSA. As a result, the parent should not include any unborn children in the family size.

If more space is needed, provide a separate page with the student's name and ID number at the top.

Full Name	Age	Relationship
		<i>Self</i>

Student name \_\_\_\_\_ Social Security \_\_\_\_\_

**C. Dependent Student’s Income Information to be Verified**

**1. INCOME INFORMATION FOR STUDENT TAX FILERS**

**Instructions:** Complete this section if the student filed or will file a 2024 IRS income tax return(s). As part of federal student aid eligibility, student 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. In other words, if the student and spouse filed separate 2024 IRS income tax returns, both must provide consent and approval to share and import income and tax information from the IRS. In most cases, no further documentation is needed to verify 2024 income information that was transferred into the student’s FAFSA using income and tax information directly from the IRS.*

If 2024 income tax return information for the student was not available or could not be used, the student should provide the institution with a **2024 IRS Tax Return Transcript(s) or a signed copy of the 2024 income tax return and applicable schedules.**

**A. 2023 IRS Tax Return Transcript(s).** (signature not required)

- Get Transcript by Mail - Go to [www.irs.gov](http://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](http://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 4506-T. The transcript is generally received within 10 business days from the IRS’s receipt of the paper request form.

**2. INCOME INFORMATION FOR STUDENT NON-TAX FILERS**

The instructions and certifications below apply to the student completing this section if the student will not file and is not required to file a 2024 income tax return with the IRS.

**Check the box that applies:**

The student was not employed and had no income earned from work in 2024.

Employer’s Name	IRS W-2 or an Equivalent Document Provided	Annual Amount Earned in 2024
<i>(Example) Suzy’s Auto Body Shop</i>	<i>Yes</i>	<i>\$4,500.00</i>
<b>Total Amount of Income Earned from Work</b>		<b>\$</b>

Provide a signed and dated statement certifying that the individual has not filed and is not required to file a 2024 income tax return, as well as the sources of 2024 income earned from work and the amount of income from each source.

\_\_\_\_\_ **Check here if non-filing statement is signed and dated.**

Student name \_\_\_\_\_ Social Security \_\_\_\_\_

**Parent’s income Information to be Verified**

**1. Income Information for Parent Tax Filers**

**Important Note:** The instructions below apply to each parent (or stepparent, if applicable) included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2024 or had a change in marital status after December 31, 2024.

**Instructions:** Complete this section if the parents filed or will file a 2024 IRS income tax return(s). As part of federal student aid eligibility, parents 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. In other words, if the parents filed separate 2024 IRS income tax returns, both must provide consent and approval to share and import income and tax information from the IRS. In most cases, no further documentation is needed to verify 2024 income information that was transferred into the student’s FAFSA using income and tax information directly from the IRS.* If 2024 income tax return information for the student (or spouse, if applicable) was not available or could not be used, the parents should provide the institution with a **2024 IRS Tax Return Transcript(s) or a signed copy of the 2024 income tax return and applicable schedules.**

**A 2024 IRS Tax Return Transcript(s).** (signature not required)

- Get Transcript by Mail - Go to [www.irs.gov](http://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](http://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 4506-T. The transcript is generally received within 10 business days from the IRS’s receipt of the paper request form.

**2. INCOME INFORMATION FOR PARENT NON-TAX FILERS**

The instructions and certifications below apply to each parent included in the household. Complete this section if the parents will not file and are not required to file a 2024 income tax return with the IRS.

**Check the box that applies:**

- Neither parent was employed, and neither had income earned from work in 2024.
- One or both parents were employed in 2024 and have listed below the names of all employers, the amount earned from each employer in 2024, and whether an IRS W-2 form, or an equivalent document is provided. [Provide copies of all 2024 IRS W-2 forms issued to the parents by their employers]. List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, provide a separate page with the student’s name and ID number at the top.

Employer’s Name	IRS W-2 or an Equivalent Document Provided?	Annual Amount Earned in 2024?
<i>(Example) Suzy’s Auto Body Shop</i>	<i>Yes</i>	<i>\$4,500.00</i>
<b>Total Amount of Income Earned from Work</b>		<b>\$</b>

Provide a signed and dated statement certifying that the individual has not filed and is not required to file a 2024 income tax return, as well as the sources of 2024 income earned from work and the amount of income from each source.

\_\_\_\_\_ **Check here if non-filing statement is signed and dated.**

**D. Certifications and Signatures**

Each person signing below certifies that all the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

\_\_\_\_\_ Print Student’s Name

\_\_\_\_\_ Student’s ID Number

\_\_\_\_\_ Student’s Signature

\_\_\_\_\_ Date

\_\_\_\_\_ Parent’s Signature

\_\_\_\_\_ Date

**WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.**