



2024-2025 Verification Worksheet

WHAT IS VERIFICATION?

Your application was selected by the U.S. Department of Education for review in a process called “verification.” The office of Financial Aid must compare information from your FAFSA application with information you provide on this worksheet and other documents that you must submit to us. If there are differences between the FAFSA information and documents submitted by you, your application may need to be reprocessed. We cannot make any federal financial aid payments available to you or process a student loan request until all verification requirements have been met and the necessary corrections have been processed.

Student Name:

CWID:

Phone Number:

Address:

SECTION 2: FAMILY SIZE

Dependent Students: List the people that your parent(s) will support between July 1, 2024 and June 30, 2025. Include yourself, your parent(s), and your parents’ other children if (a) your parents will provide more than half of their support or (b) the children would be required to provide parental information when applying for Federal Student Aid. Include other people only if they now live with your parent, receive and will continue to receive, more than half of their support from them between July 1, 2024 and June 30, 2025.

Independent Students: List the people that you (and your spouse) will support between July 1, 2024 and June 30, 2025. Include yourself, spouse, and your dependent children. Include other people only if they live with you, receive and will continue to receive more than half of their support from you between July 1, 2024 and June 30, 2025.

Write the names of all household family members including yourself. Additionally, please provide their relation to the student and age. If more space is needed, provide a separate page with the student’s name and CWID up top.

Full Name	Age	Relationship to Student
		Self



2024-2025 Verification Worksheet Continued

SECTION 3: VERIFICATION OF 2022 INCOME INFORMATION FOR STUDENT AND/OR SPOUSE

I/we did not (or could not) transfer my/our 2022 income information to the FAFSA using the Direct Data Exchange. I/we have attached a copy of my/our **Federal IRS Tax Return Transcript**.

Complete the section below if the student (and/or spouse) will not file and are not required to file a 2022 income tax return with the IRS. Check the boxes that apply:

I/we **were not** employed and had **no income earned from work** in 2022.

I/we **were employed** in 2022 and have listed below the names of all employers, the amount earned from each employer in 2022, and if an IRS W-2 form or an equivalent document is provided.

[Attach all 2022 IRS W-2 forms issued to the student by their employers and the IRS Verification of Non-Filing Letter.]

Employer's Name	IRS W-2 or Equivalent Provided?	Annual Amount Earned in 2022
Total Amount of Income Earned from Work		\$

SECTION 4: VERIFICATION OF 2022 INCOME INFORMATION FOR PARENT

I/we did not (or could not) transfer my/our 2022 income information to the FAFSA using the Direct Data Exchange. I/we have attached a copy of my/our **Federal IRS Tax Return Transcript**.

Complete the section below for each parent if they will not file and are not required to file a 2022 income tax return with the IRS. Check the boxes that apply:

The parent(s) **were not** employed and had **no income earned from work** in 2022.

The parent(s) **were employed** in 2022 and have listed below the names of all employers, the amount earned from each employer in 2022, and if an IRS W-2 form or an equivalent document is provided.

[Attach all 2022 IRS W-2 forms issued to the parent(s) by their employers and the IRS Verification of Non-Filing Letter.]

Employer's Name	IRS W-2 or Equivalent Provided?	Annual Amount Earned in 2022
Total Amount of Income Earned from Work		\$

SECTION 3: CERTIFICATION

Each person signing below certifies that all of the information reported is complete and correct. The student and parent must **physically** sign and date the form. *Parent(s) signature is required for dependent students only.*

Student Signature: _____

Date:

Parent Signature: _____

Date:

Spouse's Signature (Optional): _____

Date