2023-2024 Verification Worksheet
Independent Student

Your 2023-2024 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 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 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.

A. Independent Student's Information

_____   _____

Student's Last Name   Student's First Name   Student's M.I.   Student's Social Security 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 (include area code)   Student's Alternate or Cell Phone Number

B. Independent Student's Family Information

List below the people in your household. Include:

- Yourself.
- Your spouse, if you are married.
- Your children, if any, if you will provide more than half of their support from July 1, 2023, through June 30, 2024, or if the child would be required to provide your information if they were completing a FAFSA for 2023-2024. Include children who meet either of these standards, even if they do not live with you.
- Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2024.

Include the name of the college for any household member who will be enrolled <u>at least half time</u>, in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2023, and June 30, 2024. *If more space is needed, attach a separate page with your name and Social Security Number at the top.*

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
Marty Jones(example)	*28*	*Self*	*Central University*	*Yes*

C. Independent Student's Income Information to Be Verified

1. **Tax Return Filers Instructions:** The instructions and certifications below apply to the student and spouse, if the student is married. Complete this section if the student and spouse <u>filed or will file</u> a 2021 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 FAFSA.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 by the FAFSA filer.

Check the box that applies:

☐   The student <u>has used</u> the IRS DRT in *FAFSA on the Web* to transfer 2021 IRS income tax return information into the student's FAFSA.

☐   The student is <u>unable or chooses not to use</u> the IRS DRT in *FAFSA on the Web*, and instead **will** provide the school with a **2021 IRS Tax Return Transcript(s) OR a signed copy of their 2021 Income Tax Return(s).**

☐

    ____ Check here if a **2021 IRS Tax Return Transcript(s) OR signed 2021 Income Tax Return(s)** is provided.
    ____ Check here if a **2021 IRS Tax Return Transcript(s) OR signed 2021 Income Tax Return(s)** will be provided later. ***Verification cannot be completed until the IRS tax return transcript(s) has been submitted to your school.***

2. **Non- filers Instructions**: The instructions and certifications below apply to the student and spouse, if the student is married. Complete this section if the student and spouse will not file and **are not required** to file a 2021 income tax return with the IRS.

Check the box that applies:

☐   The student and/or spouse were not employed and had no income earned from work in 2021. **The student and/or spouse will obtain and submit a 2021 IRS Verification of Non-filing letter to the financial aid office.**

☐   The student and/or spouse were employed in 2021 and have 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 and spouse by their employers]. List every employer even if the employer did not issue an IRS W-2 form. **The student and/or spouse will obtain and submit a 2021 IRS Verification of Non-filing letter to the financial aid office.**

Employer's Name	IRS W-2 Provided?	Annual Amount Earned in 2021
(Example) ABC's Auto Body Shop	*Yes*	*$4,500.00*
Total Amount of Income Earned From Work		$

D. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. The student must sign this worksheet. If married, the spouse's signature is optional.

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

_____   _____
Student's Signature   Date

_____   _____
Spouse's Signature (Optional)   Date

Submit this worksheet to:

Florida Gateway College　　　**Office of Financial Aid**　　　**149 SE College Place**　　　**Lake City, FL 32025**　　　**FAX: 386-754-4529**

You should make a copy of this worksheet for your records.