



# 2024-2025 VERIFICATION WORKSHEET

## FEDERAL STUDENT AID PROGRAMS

## DEPENDENT

Your application was selected for review in a process called "Verification." In this process, Carroll College will be comparing information from your application with your educational records (if necessary), as well as your and your parents' financial documents. The law requires the college to review this information before awarding Federal aid. If there are differences between your application information and your financial documents, Carroll College will make corrections electronically and notify you in writing.

Complete this verification form and submit it to the Carroll College Financial Aid Office **as soon as possible**, so your financial aid won't be delayed. Our office will be glad to assist you.

Verification must be completed no later than ***the first day of class***. **Failure to complete verification will result in the cancellation of all federal aid.** In addition:

- No federal grant(s) will be released until verification is completed.
- No federal loan(s) will be released until verification is completed.
- Students employed under the federal work-study program cannot work more than 60 consecutive days from the beginning of the semester without completing verification.

*Carroll College must review the requested information, under the financial aid program rules (34 CFR, Part 668).*

### A. Student Information

_____ Last name	_____ First name	_____ M.I.	_____ ID#
_____ Address (include apt. no.)		_____ Phone number (Cell-include area code)	
_____ City	_____ State	_____ Zip Code	

### B. Family Information

1. Family size: Includes the following:

- Yourself and your parent(s) (including stepparent) even if you don't live with your parents, and
- Your parents' other children, even if they don't live with your parents(s), if (a) your parents will provide more than half of their support from July 1, 2024 through June 30, 2025, or (b) the children would be required to provide parental information when applying for Federal Student Aid for 2024-2025 award year, and
- Other people if they now live with your parents and your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2024 through June 30, 2025.

The provided criteria for "dependent children" or "other person" align with the requirement that family size align with whom the parent could claim as a dependent on a US tax return if the parent were to file a US tax return at the time of completing the 2024-2025 FAFSA. As a result, the parent should not include any unborn children in the family size.

Full Name	Age (as of 1/1/2024)	Relationship
Missy Jones (example)	18	Sister
		Self

### C. STUDENT Tax and Income Information (all applicants)

1. Check only one Tax box below.

- Check here if your tax return information was not available through IRS direct data exchange or could not be used and you will be submitting a signed copy of your 2022 Federal Tax Return and all applicable Schedules (1,2, or 3) or IRS Tax Return Transcript(s) to Carroll College. A 2022 IRS tax transcript can be obtained through [www.irs.gov](http://www.irs.gov) – “get your tax record”.
- Check here if you will not file and are not required to file a 2022 U.S. Income Tax Return and will provide a signed and dated non-filing statement or a letter of non-filing from the IRS. To obtain a letter of non-filing call the IRS at 800-908-9946 or print and mail IRS form 4506-T.

2. If you did not file and are not required to file a 2022 Federal income tax return, check boxes that apply:

- I was not employed and had no income earned from work in 2022
- I was employed and have listed below all employers and any income received in 2022. **ALL** W-2 statements **MUST** be submitted for each source of employment income to Carroll College.

Sources	2022 Income	IRS W-2 Attached
	\$	

### D. PARENT(s)' Tax and Income Information

**Please notify the financial aid office if your parents filed separate IRS income tax returns for 2022 or had a change in marital status since January 1, 2023.**

1. Check only one Tax box below.

- Check here if your tax return information was not available through IRS direct data exchange or could not be used and you will be submitting a signed copy of your (and your spouses) 2022 Federal Tax Return and all applicable Schedules (1,2, or 3) or IRS Tax Return Transcript(s) to Carroll College. A 2022 IRS tax transcript can be obtained through [www.irs.gov](http://www.irs.gov) – “get your tax record”.
- Check here if you will not file and are not required to file a 2022 U.S. Income Tax Return and will provide a signed and dated non-filing statement or a letter of non-filing from the IRS. To obtain a letter of non-filing call the IRS at 800-908-9946 or print and mail IRS form 4506-T.

2. If you did not file and are not required to file a 2022 Federal income tax return, check boxes that apply:

- Neither parent was employed, and neither had income earned from work in 2022.
- One or both parents were employed in 2022 and have listed below their employer(s) and any income received in 2022. **ALL** W-2 statements **MUST** be submitted for each source of employment income.

Sources	2022 Income	IRS W-2 Attached
	\$	

### E. Sign this Worksheet

By signing this worksheet, we certify that all the information reported on it is complete and correct. The student and at least one parent must sign.

\_\_\_\_\_  
Student Date

\_\_\_\_\_  
Parent Date

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