

2024-2025 Dependent Verification Worksheet - V1, V5

Your 2024-2025 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 we will compare your FAFSA with the information on this worksheet along 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 them to the FHTC Financial Aid office.

Student Information

Last Name	First Name	M.I.	Date of Birth	FHTC ID#
Address		City	State	Zip Code

Dependent Student's Family Information

Family Size: List the people in the parents' household. **Include the following:**

- yourself.
- your parents (including step-parent) even if you don't live with your parents (exclude a parent who is not living in the household because of separation or divorce).
- your siblings if they live with your parents (or live apart because of college enrollment), your parents will provide more than half of their support from July 1, 2024, through June 30, 2025, and will continue to receive more than half their support from your parents from July 1, 2024, through June 30, 2025.
- other persons if they now live with your parent, your parents provide more than half of the other person's support, AND will continue to provide more than half of that other person's support through June 30, 2025.

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 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 (First & Last)	Age	Relationship to student
For example: <i>Ima Wrangler</i>	<i>18</i>	<i>self</i>

Income Information to Be Verified

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 2022 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 2022 income information that was transferred into the student's FAFSA using income and tax information directly from the IRS. If 2022 income tax return information for the parents was not available or could not be used, the parents should provide the institution with a 2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return and applicable schedules. A 2022 IRS Tax Return Transcript may be obtained through: *With the exception of "Get Transcript ONLINE," transcripts are generally received within 10 business days of the request*

- **Get Transcript by MAIL** - Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."

- Get Transcript ONLINE – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."
- Automated Telephone Request – 1-800-908-9946
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T

Student's Income (Check one of the following)

- My **signed** 2022 IRS Federal Income Tax Return (Form 1040 and Schedules 1-3) is attached.
- My 2022 IRS Tax Return Transcript is attached.
- I was not employed and had no income earned from work in 2022.
- I will not file and am not required to file a 2022 IRS Federal tax return. If you did not file a tax return, but had earnings from work, please list each employer even if they did not issue an IRS W-2 form. You must submit a copy of all 2022 W-2s received.

Name of Employer	2022 Amount Earned	W-2 attached (yes or no)
<i>Complete this section only if you did NOT file taxes for 2022</i>		

Parent's Income (Check one of the following)

Note: If two parents were reported in Dependent Student's Family Information section of this worksheet, the instructions and certifications refer and apply to both parents, including a step-parent.

- My parents' **signed** 2022 IRS Federal Income Tax Return(s)(Form 1040 and Schedules 1-3) is attached.
- My parents' 2022 IRS Tax Return Transcript(s) is attached.
- Neither parent was employed, and neither had income earned from work in 2022. Provide documentation from the IRS that indicates a 2022 IRS income tax return was not filed, or a signed statement certifying that the parent attempted to obtain confirmation of nonfiling from the IRS and was unable to obtain the documentation. A Verification of Nonfiling Letter from the IRS for 2022 can be requested by submitting to the IRS Form 4506-T and checking box 7.
- One or both parents were employed in 2022, were not required to file a 2022 IRS Federal tax return and have listed below the names of all employers, the amount earned from each employer in 2022 and whether an IRS W-2 form is provided. A copy of all 2022 W-2s received must be submitted. List every employer even if they did not issue an IRS W-2 form. Provide documentation from the IRS that indicates a 2022 IRS income tax return was not filed, or a signed statement certifying that the parent attempted to obtain confirmation of nonfiling from the IRS and was unable to obtain the documentation. A Verification of Nonfiling Letter from the IRS for 2022 can be requested by submitting to the IRS Form 4506-T, check box 7.

Name of Employer	2022 Amount Earned	W-2 attached (yes or no)
<i>Complete this section only if parent did NOT file taxes for 2022</i>		

Certification and Signatures

By signing this worksheet, I/we certify that all the information reported on this worksheet to qualify for Federal student aid is complete and correct. The student and one parent must sign and date.

Student's Signature

Date

Parent's Signature

Date

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