

THIS DOCUMENT CANNOT BE FAXED OR EMAILED

Your 2024–2025 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 and your parents reported on your FAFSA®. To verify that you provided correct information the financial aid office 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 and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid office at your school. **YOUR SCHOOL MAY ASK FOR ADDITIONAL INFORMATION.** If you have questions about verification, contact your financial aid office as soon as possible so that your financial aid will not be delayed.

A. Dependent Student's Information

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

B. Dependent Student's Family Information

- List below the people in your parent(s)' household. Include:
- Yourself and your parent(s) (including a stepparent) even if you don't live with your parent(s).
 - Your parent(s)' other children if your parent(s) will provide more than half of their support from July 1, 2024, through June 30, 2025, or if the other children would be required to provide parental information if they were completing a FAFSA® for 2024–2025. Include children who meet either of these standards, even if they do not live with your parent(s).
 - Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2025.

Include the name of the college for any household member, excluding your parent(s), who will be enrolled, at least half time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2024, and June 30, 2025. *If more space is needed, attach a separate page with the student's name and IRSC ID at the top.*

Full Name <i>Example Missy Jones</i>	Age <i>Example 18</i>	Relationship <i>Example Sister</i>	College <i>Example Central University</i>	Will be Enrolled at Least Half Time <i>Example Yes or No</i>

C. Dependent Student's Income Information to Be Verified

1. TAX RETURN FILERS—**Important Note:** If the student filed, or will file, an amended 2022 IRS tax return, the student must contact the financial aid office before completing this section.

Instructions: Complete this section if the student, filed or will file a 2022 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA® on the Web. If the student has not already used the tool, go to FAFSA.gov, log in to the student's FAFSA® record, select "Make FAFSA® Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the student is eligible to use the IRS Data Retrieval Tool to transfer 2022 IRS income tax information into the student's FAFSA®. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.*

Check the box that applies:

- ☐ The student has used the IRS Data Retrieval Tool in FAFSA® on the Web to retrieve and transfer 2022 IRS income information into the student's FAFSA®.
- ☐ The student has not yet used the IRS Data Retrieval Tool in FAFSA® on the Web, but will use the tool to retrieve and transfer 2022 IRS income information into the student's FAFSA® once the student has filed a 2022 IRS tax return. *See instructions above for information on how to use the IRS Data Retrieval Tool. The student's school cannot complete the verification process until the IRS information has been transferred into the FAFSA®.*
- ☐ The student is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA® on the Web, and the student will submit to the school a **2022 IRS tax return transcript**—not a photocopy of the income tax return. *To obtain an IRS tax return transcript, go to www.IRS.gov and click "Get Transcript of Your Tax Records", select "ONLINE" or "MAIL". Make sure to request the "IRS **Tax Return** transcript" and not the "IRS **Tax Account** transcript." You will need your Social Security Number, date of birth and the address on file with the IRS. (Typically this will be the address used when the 2022 IRS tax return was filed.) It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.*
- ☐ Check here if the student's IRS tax return transcript is attached to this worksheet.
- ☐ Check here if the student's IRS tax return transcript will be submitted to the student's school later. Verification cannot be completed until the IRS tax return transcript has been submitted to the student's school.

2. TAX RETURN NONFILERS—Complete this section if the student, will not file and is not required to file a 2022 income tax return with the IRS.

Check the box that applies:

- ☐ The student was not employed and had no income earned from work in 2022.
- ☐ The student was employed in 2022 and has listed below the names of all the student's employers, the amount earned from each employer in 2022, and whether an IRS W-2 form is attached. Attach copies of all 2022 IRS W-2 forms issued to the student by employers. *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and IRSC ID at the top.*

Employer's Name <i>Example Suzy's Auto Body Shop</i>	2022 Amount Earned <i>Example \$2,000.00</i>	IRS W-2 Attached? <i>Example Yes or No</i>

D. Parent's Income Information to Be Verified—Note: If two parents were reported in Section B of this worksheet, the instructions and certifications below refer and apply to both parents.

1. TAX RETURN FILERS—**Important Note:** If the student's parent(s), filed or will file, an amended 2022 IRS tax return the student's financial aid office must be contacted before completing this section.

Instructions: Complete this section if the student's parent(s) filed or will file a 2022 income tax return with the IRS. *The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA® on the Web. If the student's parent(s) has not already used the tool, the parent and the student should go to FAFSA.gov, log in to the student's FAFSA® record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the parent(s) is eligible to use the IRS Data Retrieval Tool to transfer 2022 IRS income tax information into the student's FAFSA®. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you need more information about whether or how to use the IRS Data Retrieval Tool see the student's financial aid office.*

Check the box that applies:

- ☐ The student's parent has used the IRS Data Retrieval Tool in FAFSA® on the Web to transfer 2022 IRS income information into the student's FAFSA®, either on the initial FAFSA® or when making a correction to the FAFSA®. *The student's school will use the IRS information transferred into the student's FAFSA® to complete the verification process.*
- ☐ The student's parent **has not yet** used the IRS Data Retrieval Tool, but will use the tool to transfer 2022 IRS income information into the student's FAFSA® once the parent's IRS tax return has been filed (**THIS IS THE BEST OPTION IF YOU HAVE NOT ALREADY USED THE DATA RETRIEVAL TOOL**). *See instructions above for information on how to use the IRS Data Retrieval Tool. The student's financial aid office cannot complete verification until the parent has transferred IRS information into the student's FAFSA®.*
- ☐ The parent is unable or chooses not to use the IRS Data Retrieval Tool, and the parent will submit to the student's school a copy of the parent's **2022 IRS tax return transcript(s)**—not photocopies of the income tax return. *To obtain an IRS tax return transcript, go to www.irs.gov and click "Get Transcript of Your Tax Record", select "ONLINE" or "MAIL". Make sure to request the "IRS **Tax Return** transcript" and not the "IRS **Tax Account** transcript." You will need your Social Security Number, date of birth and the address on file with the IRS. (Typically this will be the address used when the 2022 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If the parents are married, and separate 2022 tax returns were filed, 2022 IRS tax return transcripts must be submitted for each parent.*
- ☐ Check here if an IRS tax return transcript(s) is attached to this worksheet.
- ☐ Check here if IRS tax return transcript(s) will be submitted to the student's school later. Verification cannot be completed until the IRS tax return transcript(s) has been submitted to the school.

2. TAX RETURN NONFILERS—Complete this section if the student's parent(s) will not file and is not required to file a 2022 income tax return with the IRS.

Check the box that applies:

- ☐ The parent(s) was not employed and had no income earned from work in 2022.
- ☐ The parent(s) was employed in 2022 and has listed below the names of all the parent's employers, the amount earned from each employer in 2022, and whether an IRS W-2 form is attached. Attach copies of all 2022 IRS W-2 forms issued to the parent(s) by employer(s). *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and IRSC ID at the top.*

Employer's Name <i>Example Suzy's Auto Body Shop</i>	2022 Amount Earned <i>Example \$2,000.00</i>	IRS W-2 Attached? <i>Example Yes or No</i>

E. Parent's Other Information to Be Verified

1. Complete this section if someone in the student's parent's household (listed in Section B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (**formerly known as food stamps**) any time during the 2021 or 2022 calendar years. **YOU MAY BE REQUIRED TO PROVIDE DOCUMENTATION OF SNAP BENEFITS RECEIVED.**

- ☐ One of the persons listed in Section B of this worksheet received SNAP benefits in 2021 or 2022. If asked by the student's school, I will provide documentation of the receipt of SNAP benefits during 2021 and/or 2022.

Name of person receiving benefits: _____ Total amount received: _____

Student's Name: _____ IRSC ID: _____

2. Complete this section if one of the student's parents paid child support in 2022.

- ☐ One (or both) of the student's parents listed in Section B of this worksheet paid child support in 2022. The parent has indicated below the name of the person who paid the child support, the name of the person to whom the child support was paid, the names of the children for whom child support was paid, and the total annual amount of child support that was paid in 2022 for each child. **YOU MAY BE REQUIRED TO PROVIDE DOCUMENTATION OF CHILD SUPPORT PAID.** If you need more space, attach a separate page that includes the student's name and IRSC ID at the top.

Name of Person Who Paid Child Support <i>Example (Marty Jones)</i>	Name of Person to Whom Child Support was Paid <i>Example (Chris Smith)</i>	Name of Child for Whom Support Was Paid <i>Example (Terry Jones)</i>	Amount of Child Support Paid in 2022 <i>Example (\$6,000)</i>

F. Identity and Statement of Educational Purpose (To Be Signed at the Institution)

The student must appear in person at Indian River State College to verify his or her identity by presenting a valid government-issued photo identification (ID), such as, but not limited to, a driver license, other state-issued ID, or passport. The IRSC employee will make a copy of the student's photo ID that is annotated with the date it was received and the name of the official at the institution authorized to collect the student's ID.

In addition, the student must sign, **in the presence of an IRSC employee**, the following:

Statement of Educational Purpose

I certify that I, (Print Student's Name) _____,

am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Indian River State College for 2024-2025.

Student's Signature

Date

NOTARIZED STATEMENT IS ONLY NECESSARY IF STUDENT CANNOT APPEAR IN PERSON
(copy of Driver License, U.S. Passport or other picture ID must accompany this form if signed by a notary)

Notary's Certificate of Acknowledgement

State of _____

City/County of _____

On (Date), _____,

before me, (Notary's name) _____,

personally appeared, (Printed name of signer) _____,

and provided to me on basis of satisfactory evidence of identification _____
(Type of government-issued photo ID provided)

to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal
(seal)

(Notary signature)

My commission expires on _____
(Date)

G. Certification and Signatures

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent must sign and date.

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

Parent's Signature

Date

*Do not mail this worksheet to the U.S. Department of Education.
Submit this worksheet to the financial aid office at your school.
You should make a copy of this worksheet for your records.*