

# Verification – V5 Worksheet

**FEDERAL STUDENT AID PROGRAMS:** Your application was selected for review in a process called “Verification.” In this process, the Financial Aid Office compares information from your FAFSA application with your and your parent contributor(s) financial documents. We are required to review your FAFSA information under financial aid program rules (34 CFR, Part 668). The law says we have the right to ask you for this information before awarding Federal aid. If there are differences between your application information and your financial documents, corrections to your FAFSA may be required.

## Student Information

Last Name:	First Name:	ctcLink ID #:
------------	-------------	---------------

**Instructions:** Read this worksheet thoroughly and answer all questions. All sections must be completed before your financial aid can be processed. Financial aid cannot be accepted or disbursed until verification is complete. In most cases, no further documentation is needed to verify 2022 income information that was transferred to the student’s FAFSA form using the IRS Direct Data Exchange tool. If 2022 income tax information for the student and/or spouse could not be transferred, the student and/or spouse should provide the financial aid office with a 2022 Tax Return Transcript(s) or a signed copy of the 2022 income tax return. **IRS Tax Return Transcripts can be obtained online at [www.irs.gov/individuals/get-transcript](http://www.irs.gov/individuals/get-transcript), by phone at 1-800-908-9946, or by completing an IRS Form 4506-T [www.irs.gov/pub/irs-pdf/f4506t.pdf](http://www.irs.gov/pub/irs-pdf/f4506t.pdf) (year requested - 12/31/2022).**

## A. Student's Family Size

Please include the following members of your household in the chart below:

**INDEPENDENT Students (parent contributor information not required on FAFSA):**

**Include:** 1) Yourself, 2) Your spouse (if applicable), 3) Your children (under age 24) if you will provide more than half of their support from July 1, 2024 through June 30, 2025 even if they do not currently live with you. 4) Other persons who live with you if you will provide more than half of their support from July 1, 2024 through June 30, 2025.

**DEPENDENT Students (parent contributor information required on FAFSA):**

**Include:** 1) Yourself, 2) The parent contributor(s) listed on your 24-25 FAFSA (including stepparent) even if you do not live with your parent contributor(s). Exclude a parent contributor who is not living in the household because of separation or divorce. Include a parent contributor who is active duty in the U.S. Armed Forces living apart from the family. 3) Your parent contributor's other dependent children (under age 24) if your parent contributor(s) will provide more than half of their support from July 1, 2024 through June 30, 2025. Please include dependent children who do not live with their parent contributor(s) due to college enrollment. 4) Other persons who live with your parent contributor(s) if your parent contributor(s) will provide more than half of their support from July 1, 2024 through June 30, 2025. Documentation may be required.

Full Name	Age	Relationship
		Self (student)

If more space is needed, provide a separate page with the student’s name and ID number at the top.

**B. Student's Income Information**

1. **2022 Tax Return Filers** – did you, the student, file a 2022 federal tax return?
  - Yes, I used the IRS Direct Data Exchange tool to transfer my 2022 IRS income tax return information on my 2024-25 FAFSA form.
  - Yes, but I was unable to use the IRS Direct Data Exchange tool to transfer my income tax return information. If you selected this option, please attach your 2022 IRS tax return transcript OR an ink signed copy of my 2022 federal tax return.
  - No, I did not, will not, and was not required to file a 2022 federal tax return. (Please answer question 2)
  
2. **2022 Non-Tax Filers** – complete this section if you, the student, did not file and were not required to file a 2022 federal tax return.
  - I did not file a 2022 Tax Return and did not have earnings in 2022.
  - I did not file a 2022 Tax Return and I am not required to file a 2022 federal tax return. **If you select this option, list your employer(s) and income earned and attach W-2s or equivalent document. Foreign income earned must be reported.**

Student Employer	Student Earning/Income
	\$
	\$
	\$

**C. Parent Contributor's Income Information (for dependent students)**

1. **2022 Tax Return Filers** – did you, the parent contributor, file a 2022 federal tax return?
  - Yes, I used the IRS Direct Data Exchange tool to transfer my 2022 IRS income tax return information.
  - Yes, but I was unable to use the IRS Direct Data Exchange tool to transfer my income tax return information. If you selected this option, please attach your 2022 IRS tax return transcript OR a signed copy of your 2022 federal tax return.
  - No, I did not, will not, and was not required to file a 2022 federal tax return. (Please answer question 2.)
  
2. **2022 Non-Tax Filers** – complete this section if you did not file and were not required to file a 2022 federal tax return.
  - I did not file a 2022 Tax Return and did not have earnings in 2022.
  - I did not file a 2022 Tax Return and I am not required to file a 2022 federal tax return. **If you select this option, list your employer(s) and income earned and attach W-2s or equivalent document. Foreign income earned must be reported.**

Parent contributor's Employer	Parent contributor's Earning/Income
	\$
	\$
	\$

**D. Spouse's Income Information (if applicable)**

1. **2022 Tax Return Filers** – did you, the spouse, file a 2022 federal tax return?
  - Yes, I used the IRS Direct Data Exchange tool to transfer my 2022 IRS income tax return information.
  - Yes, but I was unable to use the IRS Direct Data Exchange tool to transfer my income tax return information. If you selected this option, please attach your 2022 IRS tax return transcript OR a signed copy of your 2022 federal tax return.
  - No, I did not, will not, and was not required to file a 2022 federal tax return. (Please answer question 2.)
  
2. **2022 Non-Tax Filers** – complete this section if you did not file and were not required to file a 2022 federal tax return.
  - I did not file a 2022 Tax Return and did not have earnings in 2022.
  - I did not file a 2022 Tax Return and I am not required to file a 2022 federal tax return. **If you select this option, list your employer(s) and income earned and attach W-2s or equivalent document. Foreign income earned must be reported.**

Spouse's Employer	Spouse Earning/Income
	\$
	\$
	\$

**E. Identity & Statement of Educational Purpose**

Instructions: The student must appear in person to verify their identity by presenting a Financial Aid staff member a valid government-issued photo ID AND sign the Educational Purpose Statement in the presence of a Financial Aid Staff Member. Military ID is not acceptable for this form. The Financial Aid Office cannot process your application without this information. If you are unable to appear in person, you must appear in front of a notary.

Completion of this section **MUST BE WITNESSED BY A FINANCIAL AID STAFF MEMBER OR THE NOTARY**

Educational Purpose Statement		
I certify that I, _____ ( <i>print first and last name</i> ) 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 Shoreline Community College for the 2024-2025 school year.		
Student Signature:	ctcLink ID #:	Date:
Witnessing Financial Aid Staff Member's Signature:		Date:

If you are unable to appear in person at Shoreline Community College to verify your identity, you must mail the following to Shoreline Community College. This form cannot be electronically submitted via email or fax.

Please submit the following:

- A. A copy of the valid government-issued ID that was presented to a notary.
- B. The notarized Statement of Educational Purpose.

<b><u>NOTARY'S CERTIFICATE OF ACKNOWLEDGEMENT</u></b>	
State of _____ City/County of _____ On _____,	
<i>Date</i>	
before me, _____, personally appeared, _____, and	
<i>Notary's name</i>	<i>Printed name of signer</i>
provided to me on basis of satisfactory evidence of identification _____ to be	
<i>Type of unexpired government-issue ID provided</i>	
the above-named person who signed the foregoing instrument.	
<b>WITNESS my hand and official seal</b> _____	<div style="border: 1px solid black; height: 150px; width: 100%; margin: 0 auto;"></div> <p style="margin-top: 10px;"><i>Place seal here.</i></p>
<i>Notary's signature</i>	
My commission expires on: _____	
<i>Date</i>	



**H. Certification & Signatures**

I certify that the information provided in this application and other financial aid documents is true and correct to the best of my knowledge. I understand that purposely giving false or misleading information may result in fines, imprisonment, or both.

Student Signature: <i>(Ink Signature ONLY)</i>	Date:
Parent contributor Signature: <i>(required for dependent students) (Ink Signature ONLY)</i>	Date:
Spouse's Signature: <i>(optional for independent students) (Ink Signature ONLY)</i>	Date: