



2023-2024 VERIFICATION WORKSHEET

FEDERAL STUDENT AID PROGRAMS

INDEPENDENT

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 spouse's, if married) 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 66

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

- List **ALL** the people in your household, include:
 - yourself,
 - your spouse, if you are married, and
 - your children, if you will provide more than half of their support from July 1, 2023 through June 30, 2024, and
 - 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 from July 1, 2023 through June 30, 2024.
- Write the names of all household members in the space(s) below. Also write the name of the college for any household member, who will be attending college at least half time between July 1, 2023 and June 30, 2024, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Full Name	Age (as of 1/1/2023)	Relationship	College
Missy Jones (example)	18	Sister	Carroll College
		Self	

If you the student was married after January 1, 2021 and filed a separate tax return from your spouse. Please provide a signed copy of your spouse's 2021 Federal Tax Return.

C. STUDENT Tax and Income Information (all applicants)

Independent

1. Check only one Tax box below.

- Check here if you will or have downloaded your income tax information directly from the IRS using the IRS Data Retrieval tool (IRS DRT). If you did not elect to use data retrieval on original FAFSA make a correction today: www.fafsa.gov.
- Check here if you are unable to use the Data Retrieval process through IRS for one of the only six acceptable reasons (check one):
 - My tax filing status is Married Filing Separately
 - My tax filing status is Married, but I filed Head of Household
 - I filed a Puerto Rican or foreign tax return
 - My marital status has changed since January 1, 2022

If you are unable to use the IRS DRT process you MUST submit a **signed** copy of your Federal Tax Return

- Check here if you will be submitting a signed copy of your Federal Tax Return and all accompanying Schedules (1, 2, or 3) to Carroll College.
- Check here if you will not file and are not required to file a 2021 U.S. Income Tax Return and were unable to obtain 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 2021 Federal income tax return, list below your employer(s) and any income received in 2021. You must submit W-2 statements for each source of employment income.

Sources	2021 Income	IRS W-2 Attached
	\$	

D. Spouse (s)' Tax and Income Information (if student is married)

1. Check only one Tax box below.

- Check here if the aforementioned student used the IRS DRT in FAFSA on the Web to transfer his/her (and, if married, spouse's) 2021 IRS income information into the FAFSA.
- Check here if the aforementioned student has not yet used the IRS DRT, but will use the tool to transfer his/her (and, if married, spouse's) 2021 IRS income information into the FAFSA once the 2020 IRS tax return is complete.
- Check here if you are unable to use the Data Retrieval process through IRS for one of the only six acceptable reasons (check one):

<input type="checkbox"/> My tax filing status is Married Filing Separately	<input type="checkbox"/> My marital status has changed since January 1, 2022
<input type="checkbox"/> My tax filing status is Married, but I filed Head of Household	<input type="checkbox"/> I filed a Puerto Rican or foreign tax return

If you are unable to use the IRS DRT process you MUST submit a **signed** copy of your Federal Tax Return.

- Check here if you will submit a signed copy of your Federal Tax Return and all accompanying Schedules (1, 2, or 3) to Carroll College.
- Check here if you (spouse of student) will not file and are not required to file a 2021 U.S. Income Tax Return and were unable to obtain 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, the spouse did not file and is not required to file a 2021 Federal income tax return, list below each employer(s) and any income received in 2021. You must submit W-2 statements for each source of employment.

Sources	2021 Income	IRS W-2 Attached
	\$	

E. Sign this Worksheet

- Each person signing this form certifies that all information report on it is **complete and correct**.

If married, spouse's signature is optional.

Student Date

Spouse Date

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