



2024-2025 Federal Verification Worksheet

Your Application was selected by the U.S. Department of Education for a review in a process called "verification". In this process we are required by federal law (34 CFR, Part 668) to compare the information from your application with the information provided on this form and on your 2022 federal tax forms (and your spouse's if you are married, or parents' if you are considered dependent for federal aid purposes).

We cannot process your financial aid until verification has been completed, so please provide the required documents as soon as possible. What you need to do:

- 1. If you (and your spouse if you are married, or parent(s) if you are considered dependent for federal aid purposes) used the FUTURE Act Direct Data Exchange (FA-DDX) process when completing your FAFSA, a 2022 tax transcript is not necessary.
2. If you (and your spouse if you are married, or parent(s) if you are considered dependent for federal aid purposes) did not use the FUTURE Act Direct Data Exchange process, contact the IRS at www.irs.gov or call 1-800-908-9946 to obtain a 2022 tax transcript (this may take up to three weeks to obtain).
3. Submit this completed worksheet, tax transcripts (if applicable), and any other documents to the Financial Aid Office.
4. If you (or your spouse if you are married, or parent(s) if you are considered dependent for federal aid purposes) did not file or are not required to file an IRS 1040, you (or your spouse if you are married, or parent(s) if you are considered dependent for federal aid purposes) must affirm that you are not required to file an IRS 1040 and include a copy of 2022 W-2 forms from all employers.

A. Student Information

Form with fields for Last Name, First Name, M.I., Phone Number, Social Security Number, Date of Birth, Address, City, State, Zip Code.

B. Family Information

(Check the box below that applies) I am a(n):

- Independent Student (student who did not need to provide parent information on the FAFSA): On the next page, list all the people in the students' household including:
- The student.
- The student's spouse, if married.
- The student's dependent children if they live with the student (or live apart because of college enrollment) and they receive more than half of their support from the student (and will continue to do so during the 24-25 school year).
- Other people if they live with the student and the student provides more than half of their support and will continue to provide more than half of their support through June 30, 2025.
Dependent Student (students who did need to provide parent information on the FAFSA): On the next page, list all the people in the parents' household including:
- The student.
- The parent(s) (including a stepparent), even if the student isn't living with them. In the case of a divorce or separation, include the parent (and stepparent, if applicable) who provides the most financial support for the student.
- The student's sibling(s) if the following are true: 1.) They live with the student's parent(s) (or live apart because of college enrollment) 2.) They receive more than half of their support from the parent(s) (and will continue to do so during the 24-25 school year).
- Other people if they live with the parent(s) and the parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2025.

Write the names of ALL household members based on the previous criteria. Also write in the name of the college for any family member who will be attending at least half-time between July 1, 2024, through June 30, 2025, and will be enrolled in a degree, diploma, or certification program. If you need more space, attach a separate page.

Full Name	Age	Relationship	College
		Self	Thomas College

Skip Section C if the student filed 2022 taxes. Go to Section E - Sign This Worksheet

C. STUDENT - COMPLETE PART C ONLY IF YOU WILL NOT FILE AND ARE NOT REQUIRED TO FILE AN IRS 1040

I ATTEST THAT I HAVE NOT FILED AN IRS 1040 FOR 2022 AND I AM NOT REQUIRED TO FILE AN IRS 1040 FOR 2022. I HAVE ATTACHED ALL OF THE W-2 FORMS I RECEIVED FOR 2022.

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 and the amount earned from each employer in 2022. List every employer even if they did not issue a W-2 form. If you need more space, attach a separate page.

Employer’s Name	W-2 Attached?	Amount Earned in 2022
<i>(example) ABC’s Bakery</i>	<i>Yes</i>	<i>\$1,500</i>

Skip Section D if the Parent(s) filed 2022 taxes. Go to Section E - Sign This Worksheet

D. PARENT or SPOUSE (IF APPLICABLE) - COMPLETE PART D ONLY IF YOU WILL NOT FILE AND ARE NOT REQUIRED TO FILE AN IRS 1040

I ATTEST THAT I HAVE NOT FILED AN IRS 1040 FOR 2022 AND I AM NOT REQUIRED TO FILE AN IRS 1040 FOR 2022. I HAVE ATTACHED ALL OF THE W-2 FORMS I RECEIVED FOR 2022.

Check the box that applies:

- The parent was not employed and had no income earned from work in 2022.
- The parent was employed in 2022 and has listed below the names of all the parent’s employers and the amount earned from each employer in 2022. List every employer even if they did not issue a W-2 form. If you need more space, attach a separate page.

Employer’s Name	W-2 Attached?	Amount Earned in 2022
<i>(example) ABC’s Bakery</i>	<i>Yes</i>	<i>\$1,500</i>

E. Sign This Worksheet

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct. If dependent, at least one parent must sign. **Warning:** If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

Student Signature – **Do not type signature** Date Parent (Dependent) or Spouse (Independent) Signature – **Do not type signature** Date