**Financial Aid Office**

Phone: 253-964-6544

Email: Financialaid@pierce.ctc.edu

**2023-2024 Independent Verification Worksheet (V1)**

Your 2023-2024 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law states that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. If there are differences, your FAFSA information may be corrected. **We may ask for additional information and will contact you through your student email.**

**Be sure to complete ALL sections of this form.**  A**ny delay in submitting this form in its entirety, along with all required documents will delay having financial aid disbursed. You must complete, sign this worksheet, attach any required documents, and submit to the financial aid office at Pierce College.**

# Student’s Information

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last Name First Name

Office Use Only:

Date Form Received: \_\_\_/\_\_\_/\_\_\_\_

Current ISIR #\_\_\_\_ FA Initials: \_\_\_\_

# Student’s Household Information

List below the people in your household. Be sure to include:

* + Yourself
  + Your spouse, if married.
  + Your and/or your spouse’s children if you and/or your spouse will provide more than half of their support from July 1, 2023 to June 30, 2024, even if the child does not live with you.
  + 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 through June 30, 2024.

Include the name of the college for any household member 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, 2023 and June 30, 2024.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full Name** | **Age** | **Relationship** | **College** | **Will be Enrolled at Least Half Time** |
| *Marty Jones(example)* | *21* | *Brother* | *Pierce College* | *Yes* |
|  |  | *Self* |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Office Use Only: # in Family\_\_\_\_\_ # in College\_\_\_\_

Office Use Only:

**2020 Taxes:** DRT - Tax Trans - W2 – Tax Return- Letter of Nonfiling

# Student’s Income Information

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# Check only ONE box below that applies. Please read all options carefully before making your selection:

# I (and spouse if applicable) have attached my 2021 Tax Return Transcript (See instructions below), or, a signed copy of my 2021 income tax return 1040

# I (and spouse, if applicable) filed separately and have attached both mine and my spouse’s 2021 Tax Return Transcript (See instructions below), or, a signed copy of our 2021 income tax return 1040

# I (and spouse, if applicable) have successfully used the FAFSA’s IRS Data Retrieval Tool to load and submit my income information onto the FAFSA.

# I (and my spouse – if applicable) was not employed and had no income earned from work in 2021. I will submit a “Verification of Nonfiling Letter” to the Financial Aid Office.

* + - Please submit the 4506-T form to the IRS To receive the Verification of Nonfiling Letter. <https://www.irs.gov/pub/irs-pdf/f4506t.pdf> - you will want to check box 7.
* I (and my spouse – if applicable) was employed in 2021, but will not and am not required to file a 2021 income tax return with the IRS. I will submit a “Verification of Nonfiling Letter” to the Financial Aid Office and a copy of my 2021 W2s as follows:
  + - Please submit the 4506-T form to the IRS To receive the Verification of Nonfiling Letter. <https://www.irs.gov/pub/irs-pdf/f4506t.pdf> - you will want to check box 7.

**List below the names of ALL the student’s (and spouse’s –if applicable) employers and the amount earned from each employer in 2021. Attach copies of all 2021 IRS W-2 forms issued to the student (and spouse –if applicable).**

|  |  |  |
| --- | --- | --- |
| **Employer’s Name** | **2021 Amount Earned** | **IRS W-2 Attached?** |
| *Suzy’s Auto Shop (example)* | *$2000* | *\_\_\_\_\_Yes \_\_\_\_\_No* |
|  |  | *\_\_\_\_\_Yes \_\_\_\_\_No* |
|  |  | *\_\_\_\_\_Yes \_\_\_\_\_No* |
|  |  | *\_\_\_\_\_Yes \_\_\_\_\_No* |

# I (and spouse, if applicable) filed an Amended IRS Income Tax Return *or* I was granted a Filing Extension by the IRS *or* I was a victim of IRS Identity Theft *or* I filed a Non-IRS Income Tax Return. *I will contact the Financial Aid Office for detailed instructions on how to complete verification.*

**How to request a copy of your 2021 Tax Return Transcript from the IRS**

1. Go to [www.irs.gov](http://www.irs.gov)
2. Select “Get Transcript by Mail” or “Get Transcript Online” *(if you filed your taxes separately, you may need to provide information for the person listed first on your taxes)*
3. Provide the primary taxpayer’s Social Security Number, Date of Birth, Street Address, and Zip or Postal Code
4. Select “Tax Return Transcript” under Type of Transcript
5. Select the appropriate tax year

\*To order a Tax Return/Transcript by phone: (800) 908-9946

6. Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS’s receipt of the paper request form

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

# Certification and Signature

By signing this worksheet, I certify that all of the information reported is complete and correct. I also acknowledge that I have read and agree to comply with all verification policies as stated by Pierce College. **Failure to submit information in a timely fashion may result in the application being filed as inactive** with no further consideration and no federal aid for the academic year. Student must sign:

Student Signature Date

**Did you remember to:**

* **Complete and sign this worksheet**
* **Attach 2021 Tax transcript(s), Income Tax Return, W-2 forms if applicable, and/or Verification of Nonfiling Letter**
* **Submit this form and other required documents to the Financial Aid Office at Pierce College.**