

2024-2025 Independent Student Verification Worksheet

Your 2024-2025 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. We are required by law to review selected FAFSA applications with actual tax documentation before disbursing federal student aid. If there are differences, your FAFSA information may need to be corrected. **Please complete ALL sections of this worksheet, attach all required tax documentation, and return the information to the Office of Financial Aid by one of the options listed below.** Incomplete forms and missing tax documents will delay processing.

A. STUDENT INFORMATION

Last Name	First Name	MI	Denison ID #
Permanent Address	City/State	Zip	Date of Birth
Email Address	()		
	Preferred Phone		

B. FAMILY SIZE AND COLLEGE INFORMATION

Carefully read the following instructions, and in the table below, report:

- **Yourself:**
 - **On the first line enter yourself (student’s name/age)**
- **Your spouse, if you are married**
- **Your children, if:**
 - They live with the student (or live apart due to enrollment in college);
 - They receive more than half of their support from the student; and
 - They will continue to receive more than half their support from the student between July 1, 2024, and June 30, 2025.
- **Other persons if the following are true:**
 - They live with the student;
 - They receive more than half of their support from the student; and they will continue to receive more than half their support from the student between July 1, 2024, and June 30, 2025.

The criteria for “dependent children” or “other persons” align with the requirements that family size align with whom the parent could claim as a dependent on a U.S. tax return if the parent were to file a U.S. tax return at the time of completing the 2024-25 FAFSA. Unborn children should not be included.

Reporting College Information:

Report the name of the College and indicate Yes for each household member who is, or will be, enrolled, at least half-time in a degree, diploma, or certificate program at an eligible postsecondary educational institution anytime between July 1, 2024 and June 30, 2025.

Full Name	Age	Relationship	College	Enrolled At Least Half-Time?
		Self	Denison University	Yes

INSTRUCTIONS FOR SECTION C

Federal Income Tax Filers

Important Note: All persons (contributors) on FAFSA are **required** to provide consent and approve the sharing and importing of their **2022 income and federal tax information** from the IRS to the FAFSA form. A contributor is the student and if applicable, their spouse. This information is shared by using the **Future Act Direct Data Exchange (FA-DDX)**. If a contributor did not file a tax return, a non-filing status will be confirmed.

If the FA-DDX cannot be used, for the student (or spouse, if applicable), they must provide a copy of their **2022 IRS Tax Return Transcript(s) or a signed copy of the federal income tax return and applicable schedules (1, 2, and 3) for each tax filer.**

A **2022 IRS Tax Return Transcript** may be obtained through the following methods:

- Online Request - [IRS.gov](https://www.irs.gov) → “Get Your Tax Record” → “Get Transcript Online” or “Get Transcript by Mail.”
 - The requestor is required to establish an [ID.me](https://www.id.me) account as part of establishing an account with the IRS.
- Telephone Request - 1-800-908-9946 → Request an IRS Tax Return Transcript
- Paper Form Request - IRS Form 4506T-EZ or IRS Form 4506-T

Amended Tax Returns: If you and/or your spouse, if married, filed an amended 2022 IRS income tax return (Form 1040X), submit a signed copy of the 1040X, in addition to the 2022 Tax Return Transcript or a signed copy of their 2022 IRS Form 1040 and all schedules.

Non-Tax Filers: If you and/or your spouse, if married, did not, will not, and were not required to file a 2022 IRS income tax return, complete Section C below. **You must also provide a signed and dated statement certifying that you, the student, and/or the spouse have not filed and are not required to file a 2022 IRS income tax return.**

C. STUDENT AND OR SPOUSE INCOME: Check the box that applies:

- The student or spouse filed a 2022 IRS income tax return but could not use the FA-DDX. Attached is a copy of the 2022 IRS tax return transcript(s) or signed 1040(s) and schedules.
- The student or spouse did NOT work and was not required to file a 2022 IRS income tax return. Attached is the non-filer statement.
- The student/or spouse did NOT and was not required to file an IRS return BUT earned income in 2022. Complete the following chart **and attach the applicable 2022 W-2(s) and/or 1099(s)**. List every employer, even if the employer did not issue an IRS W-2 form. Attach the non-filer statement.

Student Source(s) of Income for NON-TAX Filers	2022 Amount Earned	W-2/1099 Attached?

D. CERTIFICATION and SIGNATURES

Each person signing below certifies that all information reported on this form and any attachments to this form are complete and accurate. The student and spouse, if applicable, must sign and date. **PLEASE DO NOT SIGN ELECTRONICALLY.**

Student Signature

Date

Spouse Signature (If Married)

Date