



2024–2025 Standard Dependent Verification Worksheet

Your 2024-2025 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. In this process, we are required by federal law to compare the information from your FAFSA application with the information provided on this form and your and your parent's tax information. If there are differences, your FAFSA information may need to be corrected. You and your parent must complete and sign this worksheet, attach any required documents, and submit this form and other required documents to the Financial Aid Office. We cannot process your financial aid application until verification has been completed.

Complete this form and return it to: CC Financial Aid Office, 600 Centralia College Blvd., Centralia, WA, 98531-4099
Phone: 360.623.8975 **Fax:** 206.970.1051 **Email:** ccfinaid@centralia.edu

Student Information

_____	_____	_____	_____
Last Name	First Name	M.I.	Social Security Number
_____			_____
Mailing Address (include apt. no.)			ctcLink ID
_____	_____	_____	_____
City	State	Zip Code	Date of Birth (mm/dd/yyyy format)
_____			_____
Email Address			Phone Number

Family Size Information

Your family size should include the following people:

- Yourself and your parents (including a stepparent) even if you don't live with your parents. Exclude a parent who has died or is not living in the household because of separation or divorce. Include a parent who is on active duty in the U.S. Armed Forces apart from the family.
- Your siblings if they live with your parents (or live apart because of college enrollment), they receive more than half of their support from your parents, and they will continue to receive more than half of their support from your parents during the academic year, July 1, 2024 through June 30, 2025.
- Other people, if they now live with your parents and your parents provide more than half of their support and will continue to provide more than half of their support through the academic year, July 1, 2024 through June 30, 2025.

*The provided criteria for "dependent children" or "other persons" included in the family size aligns with IRS requirements for 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 2024-2025 FAFSA. As a result, **parents should not include any unborn children in the family size.***

If more space is needed, provide a separate page with your name and ctcLink ID number at the top

Full Name	Age	Relationship
		Self

Student's Name: _____ ctcLink ID: _____

Verification of 2022 Student Income Information

STUDENT TAX FILERS: The Instructions below apply to the student

Instructions: Complete this section if you, the student, **filed or will file** a 2022 IRS income tax return. As part of federal student aid eligibility, students will be required to consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective. In most cases, no further documentation is needed to verify 2022 income information that was transferred into the student's FAFSA using income and tax information directly from the IRS.

If your 2022 income tax return information was not available or could not be used, you need to provide a 2022 Tax Return Transcript or a signed copy of your 2022 income tax return and applicable schedules.

A 2022 IRS Tax Return Transcript may be obtained through:

- **Get Transcript by Mail** - Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript by Mail." Make sure to request the "Return Transcript" and **NOT** the "Account Transcript."
- **Get Transcript Online** - Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript Online." Make sure to request the "Return Transcript" and **NOT** the "Account Transcript." To use the Get Transcript Online tool, the user must have 1) access to a valid email address, 2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and 3) specific financial account numbers (such as credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.
- **Automated Telephone Request** - 1-800-908-9946.
- **Paper Request Form** - IRS Form 4506T-EZ or IRS Form 4506-T.

Tax return transcripts are generally received within 10 business days from the IRS's receipt of the request.

STUDENT NONTAX FILERS: The instructions below apply to the student. Complete this section if you the **student will not file and are not required** to file a 2022 income tax return with the IRS.

Check the box that applies:

I, the student, was not employed and had no income earned from work in 2022.

I, the student, was employed in 2022 and have listed below the names of all employers, the amount earned from each employer in 2022, and whether an IRS W-2 form or equivalent document is provided. Every employer is listed below, even if the employer did not issue an IRS W-2 form. [Provide copies of your 2022 IRS W-2 forms when submitting this form to the Financial Aid Office]

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

Employer's Name	IRS W-2 Provided?	Annual 2022 Amount Earned
(Example) Suzy's Body Shop	Yes	\$4,500
Total Amount of Income Earned From Work		\$

Nonfiler's are required to submit a 2024-2025 Nonfiler Status Certification Form

Check here if the 24-25 Nonfiler Status Certification Form is provided for the student

Check here if the 24-25 Nonfiler Status Certification Form for the student will be provided later

Verification of 2022 Parent Income Information

PARENT TAX RETURN FILERS: The instructions below apply to each parent included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2022 or had a change in marital status after December 31, 2022.

Instructions: Complete this section if the parent **filed or will file** a 2022 IRS income tax return(s). As part of federal student aid eligibility, parents will be required to consent and approve sharing and importing income and tax information for the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective. In other words, if the parents filed separate 2022 IRS income tax returns, both must provide consent and approval to share and import income and tax information from the IRS. In most cases, no further documentation is needed to verify 2022 income information that was transferred into the student's FAFSA using income and tax information directly for the IRS.

If 2022 income tax return information was not available or could not be used, the parents need to provide the institution with a 2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return and applicable schedules.

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

- **Get Transcript by Mail** – Go to www.irs.gov, click “Get Your Tax Record.” Click “Get Transcript by Mail.” Make sure to request the “Return Transcript and **NOT** the “Account Transcript.”
- **Get Transcript Online** - Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript Online." Make sure to request the "Return Transcript" and **NOT** the "Account Transcript." To use the Get Transcript Online tool, the user must have 1) access to a valid email address, 2) a text-enabled mobile phone (pay-as-you-go-plans cannot be used) in the user's name, and 3) specific financial account numbers (such as a credit card number or an account number for the home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.
- **Automated Telephone Request** – 1-800-908-9946.
- **Paper Request Form** – IRS Form 4506T-EZ or IRS Form 4506-T.

Tax return transcripts are generally received within 10 business days from the IRS’s receipt of the request.

PARENT NONTAX FILERS: The instructions below apply to each parent included in the household. Complete this section if the parent(s) will not file and are not required to file a 2022 income tax return with the IRS.

Check the box that applies:

Neither parent was employed, and neither had income earned from work in 2022.

One or both parents were employed in 2022 and have listed the names of all employers, the amount earned from each employer in 2022, and whether an IRS W-2 form or equivalent document is provided. Copies of all 2022 IRS W-2 form(s) issued by either of our employers are listed. Every employer is listed below, even if the employer did not issue an IRS W-2 form. [Provide copies of parents 2022 IRS W-2 forms when submitting this form to the Financial Aid Office]

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

Employer’s Name	IRS W-2 Provided?	Annual 2022 Amount Earned
(Example) Suzy’s Body Shop	Yes	\$4,500.00
Total Amount of Income Earned From Work		\$

Nonfiler's are required to submit a 2024-2025 Nonfiler Status Certification Form

Check here if the 24-25 Nonfiler Status Certification Form is provided for the parents

Check here if the 24-25 Nonfiler Status Certification Form for the parents will be provided later

