

# 2024-2025 Verification Worksheet V1 - Dependent Student

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Name	Student's ID Number	
A. Dependent Student's Family Information		

**Family Size** - Includes the following:

- The student.
- The student's parent contributor(s), even if the student is not living with them. Exclude a parent who has died or is not living in the household because of separation or divorce.
- The student's siblings if all the following are true:
  - They live with the student's parent contributor(s) (or live apart because of college enrollment),
  - They receive more than half of their support from the student's parent contributor(s), and
  - They will continue to receive more than half their support from the student's parent contributor(s) during the 2024-2025 award year.
- Other persons if all the following are true:
  - They live with the student's parent contributor(s),
  - They receive more than half of their support from the student's parent contributor(s), and
  - They will continue to receive more than half their support from the student's parent contributor(s) during the 2024-2025 award year.

Full Name	Age	Relationship
		Self
		Parent Contributor 1
		Parent Contributor 2 or Step-parent

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

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#### B. Income to be Verified

I used the IRS Direct Data Exchange on the FAFSA.
I am attaching an IRS tax return transcript for 2022.
I am attaching a signed copy of my 2022 1040 and Schedules 1, 2, 3, C, and F (as applicable).
My parent contributor(s) used the IRS Direct Data Exchange on the FAFSA.
My parent contributor(s)attached an IRS tax return transcript for 2022.
My parent contributor(s) attached a <u>signed</u> copy of their 2022 1040 and Schedules 1, 2, 3, C, and F (as applicable).

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

#### 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 a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.

#### 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."
- The transcript is generally received within 10 business days from the IRS's receipt of the online request.

#### <u>Automated Telephone Request</u>

• Call 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.

### 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.

## <u>Individuals who filed an amended IRS income tax return for tax year 2022 must provide:</u>

- A signed copy of the 2022 IRS Form 1040X "Amended U.S. Individual Income Tax Return," that
  was filed with the IRS or a 2022 tax account transcript from the IRS that includes the change(s)
  made by the IRS, in addition to one of the following:
  - o A 2022 IRS Federal Tax Return Transcript (that will only include information from the original tax return and does not have to be signed); OR
  - A signed copy of the original 2022 IRS Federal 1040 and the applicable schedules that were filed with the IRS.

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NON TAX FILERS:				
$\square$ I was employed in 2022 and have attached copies of all my 2022 W-2 forms.				
☐ I was not employed and had no income earned from work in 2022.				
☐ My parent contributor(s) were employed in 2022 and have attached copies of all their 2022 W-2 forms and verification of non-filing letter from the IRS.				
☐ My parent contributor(s) were not employed, had no income earned from work in 2022 and have attached a Verification of Non-Filing letter from the IRS.				
To obtain a Verification of Non-Filing letter, either call 1-800-908-9946 or go to http://www.irs.gov/pub//irs-pdf/f4506t.pdf and fill out a Form 4506-T Request for Transcript of Tax Return (make sure to check 7 - Verification of Nonfiling) and mail to the address provided on the form.				
Illinois Residency Verification				
Acceptable Documents:  Parent's 2023 federal or state income tax return with an Illinois address  or- one of the following with an Illinois address for parent: A valid State of Illinois Driver's License A valid State of Illinois Identification Card Illinois Auto Registration Card Most current Property Tax bill Utility or Rental payment receipts Wage and tax statements (IRS Form W-2) for 2023 Statement of benefits history from the Illinois Department of Public Aid Statement of benefits from the Illinois Department of Employment Security Statement of Benefits from the Social Security Administration Illinois Voter's Registration card	☐ I have not lived in Illinois for one year ☐ I did live in Illinois during this period; however I am unable to provide supporting documentation. I understand that checking this box will render me ineligible to receive the Illinois MAP Grant.			
C. Certification and Signatures  I certify that all the information reported on this works  Student Signature →Must be drawn and not typed.	WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.  heet is complete and correct.			
Forms can be submitted by: Fax: 815-224-0638   Mail: Office of Financial Aid, 815 N. Orlando Smith Rd Oglesby, IL 61348   In Person: CTC-101S				

 ${\it Note: Documents \ submitted \ via \ email \ cannot \ be \ accepted \ due \ to \ security \ reasons.}$