

Verification Worksheet 2023-2024

COLLEGE for Creative STUDIES

Office of Financial Aid
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Main Campus
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You are required to provide the following information as your Free Application for Federal Student Aid (FAFSA) was selected by the US Dept. of Education for review. This process is called Verification and we cannot process your financial aid until Verification has been completed. **Please provide the following information and required documents within 5 business days of receipt of notification to prevent any delays in processing your financial aid.**

Last Name	First Name	MI	CCS ID Number
Address			Email Address
City	State	Zip	
()			()
Phone Number	Alternate Phone Number		

Family Information to be listed in box below

Dependent* Students: (*You are generally a Dependent student if you are younger than 24 years of age) List the people in your parent(s) household that your parent(s) will support between July 1, 2023 and June 30, 2024: (Support includes money, gifts, loans, housing, food, clothes, care, medical and dental care, payments of college costs, etc.) Include the following:

- **Yourself**
- Your **Parent(s)** you listed on the FAFSA
- **Sibling(s)**, if the parent(s) will provide more than half their support from July 1, 2023 – June 30, 2024
- **Other dependent(s)**, if your parent(s) will provide more than half their support from July 1, 2023 – June 30, 2024

Independent Students: List the people in your household that you (and your spouse) will support between July 1, 2023 - June 30, 2024: (Support includes money, gifts, loans, housing, food, clothes, care, medical and dental care, payments of college costs, etc.) Include the following:

- **Yourself**
- **Spouse**, if legally married
- **Child(ren)**, if you (or your spouse) will provide more than half of their support from July 1, 2023 – June 30, 2024
- **Other dependent(s)**, if you (or your spouse) will provide more than half of their support from July 1, 2023 – June 30, 2024

Include the name of the college for any household member, excluding the parents, who will be enrolled at least half-time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2023 – June 30, 2024

Full Name	Age	Relationship	Name of College	Enrolled at least halftime	
				YES	NO
1. _____	_____	Self	_____		
2. _____	_____	_____	_____		
3. _____	_____	_____	_____		
4. _____	_____	_____	_____		
5. _____	_____	_____	_____		
6. _____	_____	_____	_____		
7. _____	_____	_____	_____		

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

2021 Income and IRS Tax Information

I. Student (and Spouse, if applicable) Income Information Section:

Check the appropriate box(es) below and provide the requested documentation for student and spouse, as applicable:

- I/We (student/spouse) used the IRS Data Retrieval Tool to transfer **2021** tax information to the FAFSA and no further changes were made

Student Spouse

- I/We (student/spouse) have attached copy of the **2021** Tax Return Transcript

Student Spouse

- I/We (student/spouse) have attached a **signed & dated** 2021 Federal Tax Return (please sign/date top of 1st page of 1040 form)

Student Spouse

OR (for student/spouse Non-Filers):

- I/We (student/spouse) **did not** and **was/were not** required to file a 2021 Federal Tax Return because I/We was/were not employed and had no income earned from work in 2021

Student Spouse

- I/We (student/spouse) was/were employed in 2021 and have attached copies of each IRS W-2 form or an equivalent document issued to me/us.

Student Spouse

AND

I/We are providing documentation from the IRS or other relevant tax authority dated on or after October 1, 2022 that indicates a 2021 IRS income tax return was not filed with the IRS or other relevant tax authority, or a signed statement certifying that the individual attempted to obtain confirmation of nonfiling from the IRS or other relevant tax authority and was unable to obtain the required documentation.

<https://www.irs.gov/pub/irs-pdf/f4506t.pdf>

- I/We (student/spouse) have attached a copy of the 2021 IRS Verification of Nonfiling Letter to confirm nonfiling, or a signed statement is provided for the student (and spouse, as applicable).

Student Spouse

- I/We (student/spouse) will submit a 2021 IRS Verification of Nonfiling Letter once received.

Student Spouse

2021 Income and IRS Tax Information (continued)

II. **Parent(s)**, listed on 2023-2024 FAFSA, Income Information Section:
Check the appropriate boxes below and provide the requested documentation for parent(s) on FAFSA:

- I/We [parent(s)] used the IRS Data Retrieval Tool to transfer **2021** tax information to the FAFSA and no further changes were made
- Parent 1 (on FAFSA) Parent 2 (on FAFSA)
- I/We [parent(s)] have attached a copy of the **2021** IRS Tax Return Transcript
- Parent 1 (on FAFSA) Parent 2 (on FAFSA)
- I/We [parent(s)] have attached a **signed & dated** 2021 Federal Tax Return (please sign/date top of 1st page of 1040 form)
- Parent 1 (on FAFSA) Parent 2 (on FAFSA)

OR (for parent Non-filers):

- I/We [parent(s)] **did not** and **was/were not** required to file a 2021 Federal Tax Return because I/We was/were not employed and had no income earned from work in 2021
- Parent 1 (on FAFSA) Parent 2 (on FAFSA)
- I/We [parent(s)] *was/were* employed in 2021 and have attached copies of each IRS W-2 form or an equivalent document issued to me/us.
- Parent 1 (on FAFSA) Parent 2 (on FAFSA)

AND

I/We are providing documentation from the IRS or other relevant tax authority dated on or after October 1, 2022 that indicates a 2021 IRS income tax return was not filed with the IRS or other relevant tax authority, or a signed statement certifying that the individual attempted to obtain confirmation of nonfiling from the IRS or other relevant tax authority and was unable to obtain the required documentation. <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>

- I/We [parent(s)] have attached a copy of the 2021 IRS Verification of Nonfiling Letter to confirm nonfiling, or a signed statement is provided for the student (and spouse, as applicable).
- Parent 1 (on FAFSA) Parent 2 (on FAFSA)
- I/We [parent(s)] will submit a 2021 IRS Verification of Nonfiling Letter once received.
- Parent 1 (on FAFSA) Parent 2 (on FAFSA)

Certifications and Signatures

By signing this worksheet, I/We certify that all the information reported is complete and accurate.

Student Signature

Date

Parent/Spouse Signature

Date

WARNING: It is a Federal offense to purposely falsify any information on this form

**** Any portion of this form left blank will be returned for review/completion. ****