

# 2023-2024 STANDARD VERIFICATION WORKSHEET (V1, V5) – DEPENDENT

## Federal Student Aid Programs

Your 2023-2024 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called “Verification”. In this process your school will be comparing information from your FAFSA with your 2021 federal tax return information (loaded to the FAFSA either by using the IRS Data Retrieval Tool or by submitting a SIGNED copy of 2021 Federal Tax Return with applicable schedules) and any other required documents requested either on this worksheet or on Eagle Online under Financial Aid Eligibility / Student Requirements for 2023-2024. Federal law says your school has the right to ask you for this information before awarding federal aid. If there are differences, the school may need to make corrections to your FAFSA. You and your parent(s) included on the FAFSA must complete this worksheet, attach any required documents, and submit to the Tennessee Tech Financial Aid Office. It must be signed by you and at least one parent. Try to complete verification as soon as possible so that the processing of your financial aid will not be delayed.

Documents may be uploaded through Eagle Online, scanned and emailed to [financialaid@tntech.edu](mailto:financialaid@tntech.edu), faxed to 931-372-6309, or Mailed to: Tennessee Tech Financial Aid Office, Campus Box 5076, Cookeville, TN 38505

*Your school must review the requested information under the financial aid program rules (CFR Title 34, Part 668).*

### A. STUDENT INFORMATION

Last Name	First Name	M.I.	Tech ID Number (T#)
Address (include apt. no.)			Date of Birth
City	State	ZIP Code	Phone Number (include area code)

### B. FAMILY INFORMATION

List the people your parent(s) will support between July 1, 2023 and June 30, 2024. Include:

- Yourself and your parent(s) (including stepparent) included on the FAFSA, even if you do not live with your parent(s).
- Your parent(s)’ dependent children (if they provide more than half of their support, or if they would be required to give parental information if they were completing a FAFSA for 2023-2024).

Include other people as part of your family only if:

- They now live with your parent(s) and get more than half of their support from them **AND** will continue to get more than half of their support from your parent(s) through June 30, 2024.

Write the names below of all family members described above, including yourself. Then write in the name of the college for any family member listed who will be attending at least half-time between July 1, 2023 and June 30, 2024 (other than your parents), and will be enrolled in a postsecondary educational institution, degree seeking or certificate program. If you need more space, attach a separate page.

Full Name	Age & Birthdate	Relationship	Name of College Enrolled for 2023-2024	6 Hrs or More Per Term-Y / N

Print Student Name: \_\_\_\_\_

T#: \_\_\_\_\_

**C. STUDENT’S INCOME INFORMATION**

**1. TAX RETURN FILERS :** \*\*It is recommended to use the IRS Data Retrieval Tool during the FAFSA process.

\_\_\_\_\_ Check here if you filed a 2021 federal tax return and used the IRS Data Retrieval Tool to transfer your 2021 IRS income information to your FAFSA. If you were not eligible to use the IRS Data Retrieval Tool, a SIGNED copy of your 2021 Federal Tax Return with schedules will be required.

**Important Note:** If the student cannot use the IRS Data Retrieval Tool because you filed an **AMENDED** 2021 IRS return, you filed an **EXTENSION** for completing the 2021 IRS return, or you are a victim of identity theft, the student must contact the Financial Aid Office.

**2. TAX RETURN NONFILERS** (meaning you **WILL NOT FILE &** are **NOT REQUIRED** to file). Check the option below that applies:

\_\_\_\_\_ Student was not employed and had NO income earned from work in 2021

\_\_\_\_\_ Student was employed in 2021 but did not earn enough to be required to file. List below the names of all of the student’s employers, the amount earned from each employer, and attach all W2s. List every employer even if they did not issue a W-2. **A written explanation must be provided for any employer that did not provide a W-2 form.** (If more space is needed, attach a separate page with the student’s name and T# at the top.)

Employer’s Name (if you will NOT and are not REQUIRED to file a return)	2021 Amount Earned

**D. PARENTS’ INCOME INFORMATION -- NOTE: If two parents were reported in Section B of this worksheet, the instructions and certifications below refer and apply to BOTH parents.**

**TAX RETURN FILERS:** \*\*It is recommended to use the IRS Data Retrieval Tool during the FAFSA process.

\_\_\_\_\_ Check here if you filed a 2021 federal tax return and used the IRS Data Retrieval Tool to transfer your 2021 IRS income information to your FAFSA

\_\_\_\_\_ Check here if you are not eligible or choose not to use the IRS Data Retrieval Tool. A SIGNED copy of your 2021 Federal Tax Return with schedules will be required.

\_\_\_\_\_ Check here if you are married and filed **separate** returns. A SIGNED copy of 2021 Tax Return with schedules will be required for **each** tax filer.

**Important Note:** If the parents’ cannot use the IRS Data Retrieval Tool because you filed an **AMENDED** 2021 IRS return, you filed an **EXTENSION** for completing the 2021 IRS return, or you are a victim of identity theft, the student must contact the Financial Aid Office.

**E. SIGN THIS WORKSHEET: (The student and at least one parent MUST sign).**

By signing this worksheet, we certify that all the information reported to qualify for federal student aid is complete and correct.

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

\_\_\_\_\_  
Student Date

\_\_\_\_\_  
Father/Stepfather (Parent 1) Date

\_\_\_\_\_  
Mother/Stepmother (Parent 2) Date