



2023-2024 Dependent Verification Worksheet

Federal Aid Programs

Your financial aid application has been chosen for a review process called "Verification." Verification is a process by which Tougaloo College compares the information on your application with the IRS transcripts of you and your parent's 2021 tax return, W-2 forms, and any other financial documents. The law says that our institution has a right to ask for this information before we award you Federal aid. If there are differences in the application and the financial documents, then an electronic correction is made to your application.

What you should do for verification?

1. Complete and **sign** this verification worksheet.
2. Return with this worksheet, a SIGNED IRS transcript of you and your parent's 2021 tax returns and W-2 forms.
3. Submit the information to the financial aid office as soon as possible.
4. Once the financial aid office has your documentation, the verification will be completed and any corrections will be made by the financial aid office.
5. Once verification is completed, then you can be awarded federal aid.

A. Student Information

_____ Last Name	_____ First Name	_____ M.I.	_____ Social Security Number
_____ Address (include apt. no.)			_____ Date of Birth
_____ City	_____ State	_____ Zip code	_____ Phone number (include area code)

B. Family Information

List the people in your parents' household, include:

- Yourself and your parent(s) (including stepparents) **even if you don't live at home.**
- Your parents' other children even if they don't live with your parents, **if your parent will supply over fifty percent of their support** from July 01, 2023 to June 30, 2024, or if the child must provide parental information when they file FAFSA.
- Other people that now live with your parents, **if your parent will supply over half of their support** from July 01, 2023 to June 30, 2024.

Write the names of all household members in the space below. Write the name of the college you or any other household member will be attending at least half time between July 01, 2023 and June 30, 2024 in a degree seeking program. Do not list a college for your parents even if they are enrolled. Their enrollment does not count according to FAFSA regulations.

Full Name	Age	Relationship	College
		Self	

C. Tax Forms

You must provide us with some information from you and your parents 2021 tax returns in the form of a SIGNED IRS transcript. Tax returns include the 2021 IRS Form 1040, 1040A, 1040EZ, TeleFile Fax Record, a tax return from Puerto Rico or a foreign income tax return. Please see the enclosed document on how to request an IRS Transcript.

Check one line if it applies to you, and check one line if it applies to your parent.

- | | <u>Student</u> | <u>Parent</u> |
|--|----------------|---------------|
| • Check and attach a SIGNED IRS transcript of your 2021 tax returns. | _____ | _____ |
| • Check and attach all 2021 W-2 forms | _____ | _____ |
| • Check and complete: IRS transcript will be provided to the school by _____ (date). | _____ | _____ |
| • Check if you will not file or if you are not required to file a 2021 U.S. Income Tax Return.
(Please be sure to complete section E if you did not file) | _____ | _____ |

To obtain an IRS tax return transcript, go to www.irs.gov and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure to request the "IRS tax return transcript" and not the "IRS tax account transcript." For whom you are requesting the transcript for; you will need the Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used when the 2021 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.

D. Untaxed Income Information (please check Yes or No, and provide annual amount if Yes)

	Yes	No	Annual Amount received by student	Annual Amount received by parent
Did you or your parent receive:				
Payment to tax-deferred pension and savings plans (paid directly or withheld from earnings).	_____	_____	\$ _____	\$ _____
Workers' compensation	_____	_____	\$ _____	\$ _____
Veterans Non Educ. Benefits	_____	_____	\$ _____	\$ _____
Education Credits	_____	_____	\$ _____	\$ _____
Child support	_____	_____	\$ _____	\$ _____
Other Welfare Benefits	_____	_____	\$ _____	\$ _____
Cash support/money paid on your behalf (paid by non-custodial parent or others)	_____	_____	\$ _____	\$ _____
Housing, food, living allowances (paid to members of the military, clergy, others)	_____	_____	\$ _____	\$ _____

Additional Untaxed Income Information

- Did you or someone in your household, listed in Section B, receive benefits from the Supplemental Nutrition Assistance Program, or SNAP (formerly known as food stamps) anytime during the 2021 calendar year?
 ____ Yes ____ No Amount \$ _____ (If yes, please provide documentation)
- Did you or your parent, pay child support in 2024?
 ____ Yes ____ No (If yes, please provide the information below and supporting documentation)

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Child Support was Paid	Amount of Child Support Paid in 2024

E. Non-Tax Filers Information

If you or your parent did not file and **are not required to file** a 2021 Federal Income Tax return, list below you and your parent's employer(s) and any source of untaxed income received in 2021.

I (we) did not file and **are not required to file** a 2021 Federal income tax return. (Check all that apply.)

Student _____	Parent _____	
Recipient _____	Source _____	Amount(s)
_____	_____	\$ _____
_____	_____	\$ _____

F. Sign this Worksheet

By signing this worksheet, I (we) certify that all the information reported on it is complete and correct.

Student _____ Date _____
 (This is your digital (for web- based transactions) or actual signature and verifies that you agree to and accept the above terms.)

Parent _____ Date _____
 (This is your digital (for web- based transactions) or actual signature and verifies that you agree to and accept the above terms.)