



# 2023–2024 Standard Independent Verification Worksheet

Your 2023-2024 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 on this form and your tax information (and your spouse's if you are married). If there are differences, your FAFSA information may need to be corrected. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the Financial Aid Office. We cannot process your financial aid 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 **Email:** ccfinaid@centralia.edu

## Student Information

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

## Family Information

List below the people in your household. Include:

- Yourself.
- Your spouse, if you are married.
- Your children, if any, if you will provide more than half of their support from July 1, 2023, through June 30, 2024, or if the child would be required to provide your information if they were completing a FAFSA for the 2023–2024 school year. Include children who meet either of these standards, even if they do not live with you.
- Other people, if they now live with you and you or your spouse provide more than half of their support and will continue to provide more than half of their support through June 30, 2024.

Number in College: Include in the space below information about any household member who is, or will be, enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institute any time between July 1, 2023, and June 30, 2024, and include the name of the college. If more space is needed, provide a separate page with the student's name and cteLink ID number at the top.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time (Yes or No)
		Self		

Student's Name: \_\_\_\_\_ ctcLink ID: \_\_\_\_\_

## Verification of 2021 Income Information for Tax Filers

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**TAX RETURN FILERS:** The instructions below apply to the student and spouse, if the student is married. Notify the financial aid office if you or your spouse filed separate IRS income tax returns for 2021 or you had a change in marital status after December 31, 2021.

**Instructions:** Complete this section if you and/or your spouse (if married), filed or will file a 2021 IRS income tax return(s). *The best way to verify taxable income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at FAFSA.gov.* In most cases, no further documentation is needed to verify your 2021 income if you transfer your information into the FAFSA using the IRS DRT if that information was not changed.

### Check the box that applies:

I have used the IRS DRT in FAFSA on the Web to transfer 2021 IRS income tax return information into my FAFSA application.

I have not yet used the IRS DRT in FAFSA on the Web, but will use the tool to transfer 2021 IRS income tax return information into my FAFSA application.

I am unable or choose not to use the IRS DRT in FAFSA on the Web, and instead will provide the school with a **2021 IRS Tax Return Transcript(s) or a signed copy of my and my spouses (if married) 2021 tax return(s) and applicable schedules.**

A **2021 IRS Tax Return Transcript** may be obtained through:

- Get Transcript by Mail – Go to [www.irs.gov](http://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.”
- Automated Telephone Request – 1-800-908-9946.
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. This option must be used if you or your spouse had an address change since filing your 2021 tax return(s).

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

If you are married and you and your spouse filed separate 2021 IRS income tax returns, the IRS DRT cannot be used and a tax return transcript or signed tax return must be provided for both of you. For students who have experienced a change in marital status: 1) If you have become married since filing your 2021 income tax return, then you will need to provide a 2021 IRS Tax Return Transcript or signed tax return for both yourself and your spouse (if taxes were filed). 2) If you have separated from your spouse, or are now divorced from your spouse, then provide a 2021 IRS Tax Return Transcript or a signed copy of your 2021 tax return, along with any W2 form(s) for both yourself and your spouse so the income can accurately be separated.

Check here if 2021 IRS Tax Return Transcript(s) or signed 2021 tax return(s) is provided.

Check here if 2021 IRS Tax Return Transcript(s) or signed 2021 tax return(s) will be provided later.

Any individual who files an amended IRS income tax return for tax year 2021 must provide a copy of their 2021 IRS Form 1040X, "Amended U.S. Individual Income Tax Return," in addition to their Tax Return Transcript from the IRS or signed copy of 2021 tax return (that will only include the information on the original tax return) and the applicable schedules.

Any individual who was the victim of IRS tax-related identity theft must provide a Tax Return DataBase View (TRDBV) transcript obtained from the IRS and a statement signed and dated by the tax filer indicating that he or she was a victim of IRS tax-related identity theft and that the IRS is aware of the tax-related identity theft.

