

# CAJ Career & Education Center

## 2025-2026 Verification Worksheet

### Dependent Student

Your 2025–2026 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information the financial aid administrator at your school will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

### A. Dependent Student's Information

Student's Last Name	Student's First Name	Student's M.I.	Student's Social Security Number
Student's Street Address (include apt. no.)			Student's Date of Birth
City	State	Zip Code	Student's Email Address
Student's Home Phone Number (include area code)			Student's Alternate or Cell Phone Number

### B. Dependent Student's Family Information

List below the people in your parent(s)' household. Include:

- Yourself and your parent(s) (including a stepparent) even if you don't live with your parent(s).
- Your parent(s)' other children if your parent(s) will provide more than half of their support from July 1, 2025, through June 30, 2026, or if the other children would be required to provide parental information if they were completing a FAFSA for 2025–2026. Include children who meet either of these standards, even if they do not live with your parent(s).
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2026.

Include the name of the college for any household member, excluding your parent(s), who will be enrolled, at least half time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2025, and June 30, 2026. *If more space is needed, attach a separate page with the student's name and Social Security Number at the top.*

[illegible]

Student's Name: \_\_\_\_\_ SSN: \_\_\_\_\_

**C. Dependent Student's Income Information to Be Verified**

1. **TAX RETURN FILERS:** Complete this section if you filed a 2023 income tax return with the IRS.

**Check the box that applies:**

- ☐ I am unable to transfer 2023 IRS tax information to my FAFSA. I, the student have attached to the school a **2023 IRS tax return transcript**.

A FREE of charge 2023 Tax Return Transcript may be obtained from the IRS by going online to: [www.irs.gov](http://www.irs.gov). Click on "Get My Tax Record" then select "Get Transcript ONLINE" or "Get Transcript by MAIL." Make sure to request the "Return Transcript."

2. **AMENDED TAX RETURN FILERS:** If you **changed** or **corrected** your original 2023 federal income tax return filed with IRS, you must submit both items listed below:

◆ A copy of your 2023 IRS Tax Return Transcript **AND**

◆ Signed copy of your 2023 Amended U.S. Individual Income Tax Return (**1040X**) with all schedules attached that was filed with the IRS.

3. **NON-TAX FILERS:** Complete this section if you will not file and **are not required** by federal law to file a 2023 income tax return with the IRS.

**Check the box that applies:**

- ☐ The student **was not employed** and had no income, and is not required to file a 2023 Federal Tax Return.  
◆ **Submit an IRS Verification of Non-Filing Letter.**

My means of support/Type of Assistance for 2023 was:

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- ☐ The student **was employed** in 2023 and has listed below the names of all the student's employers, the amount earned from each employer in 2023, and whether an IRS W-2 form is attached. Attach copies of all 2023 IRS W-2 forms issued to the student by employers. *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and Social Security Number at the top.*

Employer's Name	2023 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>	<i>Yes(example)</i>

Student's Name: \_\_\_\_\_ SSN: \_\_\_\_\_

**D. Parent's Income Information to Be Verified**— Note: If two parents were reported in Section B of this worksheet, the instructions and certifications below refer and apply to both parents.

1. **TAX RETURN FILERS:** Complete this section if your parent(s) filed a 2023 income tax return with the IRS. If your parents filed separate 2023 IRS income tax returns, you must provide a copy of the 2023 IRS Tax Return Transcript for both parents.

Check the box that applies:

- ☐ My parent(s) have filed and attached a copy of their 2023 IRS Tax Transcript or a **signed** copy of their 2023 U.S. Individual Income Tax Return (Form 1040) with applicable schedules.

2. **AMENDED TAX RETURN FILERS:** If your parent(s) **changed** or **corrected** their original 2023 federal income tax return filed with the IRS, you must submit both items below:

◆ A copy of their 2023 IRS Tax Return Transcript(s) **AND**

◆ Signed copy of their 2023 Amended U.S. Individual Income Tax Return (**1040X**) with all schedules attached that was filed with the IRS.

3. **NON-TAX FILERS:** Complete this section if the student's parent(s) will not file and **is not required** to file a 2023 income tax return with the IRS.

Check the box that applies:

- ☐ The parent(s) was not employed, had no income, and is/are not required to file a 2023 Federal Tax Return.  
◆ **Submit an IRS Verification of Non-Filing Letter for each parent.**

My parent(s) means of support/Type of Assistance for 2023 was:

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- ☐ The parent(s) was employed in 2023 and has listed below the names of all the parent's employers, the amount earned from each employer in 2023, and whether an IRS W-2 form is attached. Attach copies of all 2023 IRS W-2 forms issued to the parent(s) by employer(s). *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and Social Security Number at the top.*

Employer's Name	2023 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00 (example)</i>	<i>Yes (example)</i>

Student's Name: \_\_\_\_\_ SSN: \_\_\_\_\_

**E. Parent's Other Information to Be Verified**

1. Complete this section if someone in the student's parent's household (listed in Section B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) any time during the 2023 or 2024.

☐ One of the persons listed in Section B of this worksheet received SNAP benefits in 2023 or 2024. If asked by the student's school, I will provide documentation of the receipt of SNAP benefits during 2023 or 2024.

**F. Complete this section if one of the student's parents received child support in 2023.**

☐ Please clarify the amount of child support received in 2023.

*Total Amount of Child Support Received in 2023: \$\_\_\_\_\_.*

**G. Certification and Signatures**

Each person signing this worksheet certifies that all of the information reported on it is complete and correct.  
The student and one parent must sign and date.

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

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

***Do not mail this worksheet to the U.S. Department of Education.  
Submit this worksheet to the financial aid administrator at your school.***

***You should make a copy of this worksheet for your records.***