



OFFICE OF FINANCIAL AID

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## 2023-2024 Verification Worksheet Dependent Student

Your 2023-2024 Free Application for Federal Student Aid (FAFSA) was selected by the Department of Education for review in a process called Verification. Federal law requires the Office of Financial Aid to confirm the information you and your parents reported on your FAFSA before awarding federal student aid. To verify that you provided correct information, we will compare your FAFSA with the information on this worksheet and any other required documents. We may ask for additional information. If there are differences, your FAFSA may need to be corrected.

You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the materials to the Office of Financial Aid. If you have questions about Verification, contact our office as soon as possible so your financial aid will not be delayed.

**Please be sure to complete every field on this form; use 'N/A' or enter a '0' as necessary.**

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### DEPENDENT STUDENT INFORMATION

Student's Full Name: \_\_\_\_\_ Dickinson ID: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

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### DEPENDENT STUDENT'S FAMILY INFORMATION

On the following page, list the people in your parent(s)' household. Include:

- Yourself and your parents, including step-parents, even if you do not live with your parents. Do not include your non-custodial parent.
- Your parent(s)' other children, if your parent(s) will provide more than half of their support from July 1, 2023 through June 30, 2024, *or* if the other children would be required to provide parental information if they were completing a FAFSA for 2023-2024. Include children who meet either of these standards, even if they do not live with your parent(s).
- Other people if they currently live with your parent(s), your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2024.

Include the name of the college for any household member (excluding your parent) 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, 2023 and June 30, 2024. *If you need additional space, attach a separate page with the student's name and Dickinson ID at the top.*

Full Name	Age	Relationship to Student	College 2023-2024	Will be enrolled at least half time?
<i>Cameron Smith (example)</i>	<i>17</i>	<i>Sibling</i>	<i>Hometown University</i>	<i>Yes</i>
		<b>Self</b>		

**INCOME VERIFICATION**

- If 2021 federal tax returns have been or will be filed, signed copies of the completed return must be sent to the Office of Financial Aid. Please include all federal schedules and W-2 forms.
- Any parent who did not file a 2021 IRS income tax return is required to submit a “Verification of Non filing Letter” from the IRS. The letter may be obtained online at [www.irs.gov](http://www.irs.gov), or by mailing Form 4506-T (select Box 7) to the IRS. **The letter must be dated on or after October 1, 2021.**
- Contact us if you have filed an **amended** 2021 federal income tax return, were granted an extension and have not filed your 2021 return, or if you were the victim of identity theft.
- Use of the IRS Data Retrieval Tool (DRT) by filing a correction to the FAFSA is strongly encouraged.

**STUDENT’S TAX FORMS AND INCOME INFORMATION**

*Check only one box below.*

- Check here if you are attaching a signed copy of your 2021 tax return.
- Check here if you had NO earnings from work, will not file, and are not required to file a 2021 U.S. federal income tax return.
- Check here if you HAD earnings from work, will not file, and are not required to file a 2021 U.S. federal income tax return. Please complete the earnings box on the next page.

If you did not file and are not required to file a 2021 federal income tax return but had some earnings, list below your employer(s) and any income received in 2021. (Use your W-2(s) or other earnings statements, if available.)

Source of Income	IRS W-2 provided?	2021 Earnings
(Example) Dickinson College	Yes	\$1,500.00
Total Income Earned		\$

**PARENT'S TAX FORMS AND INCOME INFORMATION**

Check only one box below.

- Check here if you are attaching a signed copy of your parent(s)' 2021 tax return.
- Check here if your parent(s) had NO earnings from work, will not file, and are not required to file a 2021 U.S. federal income tax return. You must submit a Verification of Nonfiling Letter from the IRS.
- Check here if your parent(s) HAD earnings from work, will not file, and are not required to file a 2021 U.S. federal income tax return. Please complete the earnings box below. You must submit a Verification of Non filing Letter from the IRS.

If your parent(s) did not file and are not required to file a 2021 federal income tax return but had some earnings, list below their employer(s) and any income received in 2021. (Use their W-2(s) or other earnings statements, if available.)

Source of Income	IRS W-2 provided?	2021 Earnings
(Example) Carlisle Area School District	Yes	\$3,500.00
Total Income Earned		\$

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## ACKNOWLEDGEMENT

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

**WARNING:** If you receive federal student aid based on incorrect or fraudulent information, you will have to pay it back. You may also have to pay fines and fees. If you purposely provide false or misleading information on the FAFSA, you may be fined up to \$20,000, sent to prison, or both.

Parent Signature\*: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature\*: \_\_\_\_\_ Date: \_\_\_\_\_

\*Based on guidance from the Department of Education, signatures created using fonts are **not valid** to update federal aid information. Acceptable electronic signatures on this form include an image of a hand signature, or those created utilizing hand motions from a stylus or finger.