MEREDITH COLLEGE

2023-24 Verification Worksheet

I

Your 2023–24 Free Application for Federal Student Aid (FAFSA) was selected by the federal processor for review in a process called verification. The law says that before providing federal student aid, we must ask you to confirm some of the information you reported on your FAFSA. To verify the information you provided, please complete the questions below, include signatures, and mail, bring, or fax the form to the Financial Assistance Office within 2 weeks of your receipt of this letter. Failure to respond will result in our inability to disburse Federal Aid. If corrections need to be made to your FAFSA, the Financial Assistance Office will submit the changes on your behalf and will notify you of any changes by mail or email.

A. Student Information

_____

Student's Last Name   Student's First Name   Student's M.I.

XXX-XX- ☐ ☐ ☐ ☐

Last 4 digits of student's SSN

_____

Student's Street Address (include apt. no.)

_____

Student's Email Address

_____

City   State   Zip Code

(____) _____

Student's Phone Number

B. Family Information

Include on the chart below:

- **Yourself**
- **Your spouse**
- **Also** include your dependent children (IF you will provide more than half their support from July 1, 2023 through June 30, 2024, or the children would be required to provide parental information when applying for Federal Student Aid).

Include other people as part of your family only if:

- They lived with you and received more than half their support from you at the time you completed your FAFSA

AND

- They will continue to receive more than half their support from you from July 1, 2023 through June 30, 2024.

Full Name	Age	Relationship	Name of college	Enrolled at least half time, yes or no
		Self	*Meredith College*	*yes*

Of those listed above, write in the name of the college for any family member who will be enrolled at least half-time in a degree or certificate program between July 1, 2023 and June 30, 2024. Note: If you need more space, attach a separate page.

C. Verifying Taxable Income

You can use **EITHER** the IRS Data Retrieval Tool through your FAFSA, **or** you can submit a **SIGNED** copy of your complete **2021** federal tax return including all schedules and attachments. Since the information we are requesting is from **2021**, your tax information should be readily available. **(**If you have not yet filed your **2021** federal tax return, please contact the Office of Financial Assistance). We have provided some helpful information below about using the IRS Data Retrieval Tool. It is easy and straightforward to use, but if you are not successful with it, please submit a **SIGNED** copy of the complete **2021** federal tax return. (It is also acceptable to submit a 2021 tax return transcript from the IRS).

IRS Data Retrieval Tool:
Go to fafsa.ed.gov and indicate that you want to make a correction to your FAFSA. Navigate to the "financial" section. If you check that the tax return is already completed, the FAFSA will prompt you about using the IRS Data Retrieval Tool. You will not be able to use the Tool if:

- You filed Married Filing Separately
- You filed a non-U.S. tax return

FAFSA will link you to the IRS web site. You will need the Social Security number of the FIRST person listed on the tax return. Follow the directions. After the tax information is transferred back to your FAFSA, **remember to hit save and submit so we will receive your new FAFSA.**

(Continued on reverse side)

Student/Spouse Tax/Income Information:

Please check the box that applies:

☐ I/we <u>did</u> file a **2021** federal tax return and have used the **IRS Data Retrieval Tool** to retrieve and transfer **2021** IRS income information into the 2023-24 FAFSA. (Directions for using the IRS Data Retrieval Tool are above).

☐ I/we <u>did</u> file a **2021** federal tax return and will submit a **<u>SIGNED</u>** copy of the complete **2021** federal tax return to the Office of Financial Assistance at Meredith College.

☐ I/we <u>did not</u> file and were not required to file a **2021** federal tax return. <u>You will need to request a '**Verification of Non-filing'** from the IRS</u>. Go to www.irs.gov> Get Your Tax Record >Get Transcript Online. If you are able to create an account, request a Verification of Non-Filing Letter for 2021. If you are not able to create an account, send our office a screen shot of the IRS page telling you they could not establish your identity, and check with us for further direction.

IF YOU DID NOT FILE A TAX RETURN, PLEASE ALSO COMPLETE:

○ I/we were not employed and had no income earned from work in **2021**.

○ I/we were employed in **2021** and earned a total from work of $_____. <u>Complete the chart below</u> listing all employers, the amount earned from each employer in **2021**, and attach all W-2(s).

Employer's Name	W-2 Attached? If not available, **please explain why and provide alternate documentation.**	Amount Earned in **2021**

D. Certification and Signatures

By signing below, I/we certify that all of the information reported on this verification worksheet is complete and correct.
WARNING: If you purposely give false or misleading information on this worksheet, you may be fined and/or sentenced to jail.

_____   _____
Student Signature   **Date**   **Spouse Signature**   **Date**

<p align="center">Mail, fax, or bring this form and accompanying documentation to:
Meredith College, Attn: Office of Financial Assistance
3800 Hillsborough St. Raleigh, NC 27607
Fax: (919) 760-2373   Office: (919) 760-8565</p>