

GROUP 1 VERIFICATION WORKSHEET 2024-25

Your FAFSA was selected by the U.S. Department of Education for a review process called “Verification.” **Verification must be completed before your financial aid can be finalized and before any aid will be credited to your student account.** If there are differences between your FAFSA and this information, the Financial Aid Office will update your FAFSA, recalculate your aid eligibility and send a revised financial aid package.

INSTRUCTIONS:

Please complete **ALL** sections of this worksheet, attach requested documentation, sign and return to the Financial Aid Office. Incomplete worksheets will not be processed. Verification cannot be completed until all requested documents are received and reviewed.

DEADLINE: Two weeks before the end of the first semester that the student enrolls or the last date of attendance, whichever comes first. Exceptions can be made at the discretion of the Director of Financial Aid for circumstances outside of the student or family's control.

Student Name: _____

Permanent Address: _____

City _____ State _____ Zip Code _____

Phone/Cell: _____ Email: _____

Marital Status: Unmarried _____ Married _____ Separated/Divorced/Widowed _____

STUDENT TAX/INCOME INFORMATION:

Did or will you (and/or your spouse) file a Federal Income Tax Return for 2022? (Circle one) Yes No

1. If you answered **YES**, update your FAFSA by using the [IRS data retrieval tool](#), attach a copy of your (and your spouse’s) 2022 **Federal TAX RETURN TRANSCRIPT (TRT)**, OR attach a **signed** copy of your (and your spouse’s) 2022 Tax Return.

- To use the IRS data retrieval tool, log into your FAFSA online at www.studentaid.gov
- You can obtain a free TRT on the IRS website www.irs.gov/Individuals/Get-Transcript, or by calling 1-800-908-9946.

2. If you answered **NO**, attach a photocopy of your (and your spouse’s) 2023 W-2s and unemployment documents (if applicable).

- If you did not receive a 2022 W-2 wage form(s), write total 2022 earnings here (write \$0 if none): _____
- Attach a *Verification of Non-filing Letter* from the IRS dated after October 1, 2022. This letter is available at www.irs.gov/Individuals/Get-Transcript.

PARENT TAX/INCOME INFORMATION (DEPENDENT STUDENTS ONLY):

Did or will you (and/or your spouse) file a Federal Income Tax Return for 2022? (Circle one) Yes No

1. If you answered **YES**, update your FAFSA by using the [IRS data retrieval tool](#), attach a copy of your (and your spouse’s) 2022 **Federal TAX RETURN TRANSCRIPT (TRT)**, OR attach a **signed** copy of your (and your spouse’s) 2022 Tax Return.

- To use the IRS data retrieval tool, log into your FAFSA online at <https://studentaid.gov/h/apply-for-aid/afsa>
- You can obtain a free TRT on the IRS website www.irs.gov/Individuals/Get-Transcript, or by calling 1-800-908-9946.

2. If you answered NO, attach a photocopy of your (and your spouse's) 2022 W-2s and unemployment documents (if applicable).

- If you did not receive a 2022 W-2 wage form(s), write total 2022 earnings here (write \$0 if none): _____
- Attach a *Verification of Non-filing Letter* from the IRS dated after October 1, 2022. This letter is available at www.irs.gov/Individuals/Get-Transcript.

HOUSEHOLD INFORMATION: (Not sure if you're dependent or independent? This information at this link can help you figure it out: <https://studentaid.gov/apply-for-aid/fafsa/filling-out/dependency>)

Dependent Students: List the persons in your parent's household; include:

- **Yourself** and **your custodial parent(s)** (including a step-parent) even if you don't live with your parents.
- **Your parents' other dependent children**, if your parents will provide more than half of their support from July 1, 2024 through June 30, 2025, or they would be required to give parental information when applying for Federal Student Aid.
- **Other people** if they now live with your parents, and your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2024 through June 30, 2025.

Independent Student: List the persons in your household; include:

- **Yourself** and **your spouse** (if applicable)
- **Your children**, if you provide more than half of their support from July 1, 2024 through June 30, 2025
- **Other people** that now live with you, if you provide more than half of their support and will continue to provide more than half of their support from July 1, 2024 through June 30, 2025.

In the space below list information about any household member that meets the criteria listed above.

Full Name of ALL Family Members	Age	Relationship to Student (Ex: Father, Mother, Sister)	College Name (if attending)*	Enrolled at Least ½ Time (Yes/No)
		Self	Bushnell University	

*Only include college information for any household member (besides a parent) who is, or will be, enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2024, and June 30, 2025, and include the name of the college.

I hereby certify that all statements and information provided on the application are true, complete, and correct to the best of my knowledge and belief. If asked by an authorized official, I agree to give proof of the information that I have given on this application. I understand it is a federal crime to purposefully give false or misleading information on this form and may be subject to a fine, imprisonment, or both.

Student Signature: _____

Date: _____

Parent Signature: _____

Date: _____