



2024-2025 Verification Worksheet (V5I Pt. 1)

Your 2024-2025 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 reported on your FAFSA. To verify that you provided correct information, we 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 must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

A. Student's Information

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

Student's Identification (ID) Number

B. Student's Family Information

Directions: List below the people in your family size. Include:

- Yourself (the student).
- Your spouse, if married.
- The student's dependent children if the following are true:
 - They live with the student (or live apart because of college enrollment);
 - They receive more than half of their support from the student; and
 - They will continue to receive more than half their support from the student during the award year.
- Other persons if the following are true:
 - They live with the student;
 - They receive more than half of their support from the student; and
 - They will continue to receive more than half their support from the student during the award year.

The provided criteria for "dependent children" or "other persons" align with the requirement that family size align with whom the parent could claim as a dependent on a U.S. tax return if the parent were to file a U.S. tax return at the time of completing the 2024-2025 FAFSA. As a result, the parent should not include any unborn children in the family size. *If more space is needed, provide a separate page with your name and ID number at the top.*

Full Name	Age	Relationship
		<i>Self</i>

C. Student's Income Information to be Verified

- 1. TAX RETURN FILER – Important Note:** The instructions below apply to the student and spouse (if the student is married). Notify the financial aid office if the student or spouse filed separate IRS income tax returns for 2022 or had a change in marital status after December 31, 2022.

Instructions: Complete this section if the student and spouse filed or will file a 2022 IRS income tax return(s). As part of federal student aid eligibility, students, and spouses (as appropriate), will be required to consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective. In other words, if the student and spouse filed separate 2022 IRS income tax returns, both must provide consent and approval to share and import income and tax information from the IRS. In most cases, no further documentation is needed to verify 2022 income information that was transferred into the student's FAFSA using income and tax information directly from the IRS.

If 2022 income tax return information for the student (or spouse, if applicable) was not available or could not be used, the student should provide the institution with a **2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return and applicable schedules.**

A **2022 IRS Tax Return Transcript** may be obtained through:

- Get Transcript by MAIL – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript." The transcript is generally received within 10 business days from the IRS's receipt of the online request.
- Get Transcript ONLINE – Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript." To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.
- Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS's receipt of the paper request form.

If you and your spouse filed separate 2022 IRS income tax returns, **2022 IRS Tax Return Transcripts/Tax Returns** must be provided for both.

_____ Check here if a **2022 IRS Tax Return Transcript(s) or a signed copy of 2022 income tax return and applicable schedules** are provided.

_____ Check here if a **2022 IRS Tax Return Transcript(s) or a signed copy of 2022 income tax return and applicable schedules** will be provided later.

2. TAX RETURN NON-FILERS – The instructions and certifications below apply to the student and spouse (if the student is married.) Complete this section if the student and spouse will not file and are not required to file a 2022 income tax return with the IRS.

Check the box that applies:

- ☐ I, the student (and if married, my spouse) was not employed and had no income earned from work in 2022.
- ☐ The student (and if married, spouse) was employed in 2022 and has listed below the names of all employers, the amount earned from each employer in 2022, and whether an IRS W-2 form or an equivalent document is provided. [Provide copies of all 2022 IRS W-2 forms issued to the student (and if married, spouse) by their employers]. List every employer even if the employer did not issue an IRS W-2 form. *If more space is needed, provide a separate page with your name and ID number at the top.*

Employer's Name	2022 Amount Earned	IRS W-2 Provided?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes</i>

Provide a signed and dated statement certifying that the individual has not filed and is not required to file a 2022 income tax return, as well as the sources of 2022 income earned from work and the amount of income from each source.

_____ Check here if **confirmation of nonfiling** is provided.

_____ Check here if **confirmation of nonfiling** will be provided later.

D. Identity Verification and Statement of Educational Purpose

You (the student) must appear in person at the Financial Aid Office of Gurnick Academy of Medical Arts to verify your identity by presenting a valid, unexpired government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the photo ID that is annotated with the date it was received and the name of the official authorized to collect your ID.

In addition, you must sign a Statement of Educational Purpose in the presence of the authorized school official stating that you will use your federal student financial assistance for educational purposes only while attending Gurnick Academy of Medical Arts during the 2024-2025 award year.



E. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. If requested, I will provide additional information and documentation to complete verification.

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

Student's Name (Print)

Student's ID Number

Student's Signature (Required)

Date

Spouse's Signature (Optional)

Date

2024-2025 Verification Worksheet (VSI Pt. 2 - Notary)

Your 2024-2025 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 reported on your FAFSA. To verify that you provided correct information, we 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 must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

Directions: You (the student) have indicated you are unable to appear in person as required at Gurnick Academy of Medical Arts to verify your identity. You must provide:

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as but not limited to a driver's license, other state-issued ID, or U.S. passport; and
- (b) The original notarized Statement of Educational Purpose provided below, which must be notarized.

F. Student's Information

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

Student's Identification (ID) Number

G. Statement of Educational Purpose

I certify that I _____ am the individual signing this Statement of
(Print Student's Name)

Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Gurnick Academy of Medical Arts for 2024-2025.

(Student's Signature)

(Date)

(Student's ID Number)

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

(Continue to next page for Notary's Certification of Acknowledgement)



H. Notary's Certificate of Acknowledgment

State of _____ City/County of _____

on _____, before me, _____, personally
(Date) (Notary's First & Last Name)

appeared _____ and proved to me on the basis of
(Printed First & Last Name of Signer)

satisfactory evidence of identification _____ to be the above-named
(Type of government issued ID provided)

above-named person who signed the foregoing instrument.

WITNESS my hand and official seal
(seal)

(Notary Signature)

My commission expires on _____
(Date)