



2023-2024 VERIFICATION WORKSHEET FOR DEPENDENTS

Your 2023–2024 Free Application for Federal Student Aid (FAFSA) was selected for a process called “Verification” by the U.S. Department of Education. Per Federal Regulation, we are required to confirm the information you reported on your FAFSA. We will compare the data on your FAFSA with the information on this worksheet and with any other required documents. If there are discrepancies, the Financial Aid Office may contact you for further clarification or additional documentation in order to make corrections.

INSTRUCTIONS

1. Complete all sections of this worksheet.
2. You and one of your parents must sign the certification (Section G) on page 3 of this worksheet.

A. STUDENT'S INFORMATION

First Name	Last Name	Last 4 of SS#
Phone Number (include area code)		Email Address

B. PARENT'S HOUSEHOLD INFORMATION

PLEASE COMPLETE EACH COLUMN AND INCLUDE THE NAMES OF ALL HOUSEHOLD MEMBERS FROM JULY 1, 2023 TO JUNE 30, 2024 AS DEFINED BELOW. IF MORE SPACE IS NEEDED, ATTACH A SEPARATE PAGE WITH YOUR NAME AND LAST 4 OF SSN AT THE TOP.

- Yourself
- Your parent(s) including step-parent(s), even if you do not currently live with your parent(s).
- Your parent's other children even if they do not currently live with your parent, if your parent(s) will provide more than half of their support, or if the children would be required to provide parental information when applying for Federal Student Aid.
- Other people, if they now live in the household of your parent(s) and your parents provide more than half of their support and will continue to provide more than half of their support between July 1, 2023 through June 30, 2024.

If more space is needed, attach a separate page with student's name and the last 4 digits of student's SSN at the top.

Full Name	Age	Relationship to Student	
1.		Self	Metro Tech
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

C. DEPENDENT STUDENT'S INFORMATION

1. Check the box that applies:

- a. ☐ I filed a 2021 Federal Tax Return.
- ☐ I used the IRS Data Retrieval Tool (DRT) on my FAFSA and did not change any data.
- ☐ I did not use the IRS Data Retrieval Tool (DRT) on my FAFSA. [Refer to Instruction Page.](#)

- b. ☐ I was not employed, did not have income and I am not required to file a 2021 Federal IRS Tax Return.

- c. ☐ I was employed and had income, but I am not required to file a 2021 Federal IRS Tax Return:

- **Complete the table below:** list employer(s) and the amount that was earned in 2021
- **Attach copies of all 2021 W-2 Forms.**

Non-Tax Filers with 2021 earnings are required to submit a copy of W-2(s) from each employer to the Metro Tech Financial Aid with this form.

COMPLETE THIS TABLE ONLY IF BOX 'C' ABOVE IS CHECKED	Name of Employer	Amount Earned in 2021	2021 W-2 Form attached to this form?		IF W-2s ARE NOT ATTACHED, YOUR INFORMATION WILL NOT BE PROCESSED. IF W-2s ARE UNAVAILABLE, SUBMIT 2021 WAGE & INCOME TRANSCRIPT Refer to Instruction Page.
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

* If more space is required, attach a separate page.

D. PARENT'S INFORMATION

1. Check the box that applies:

- a. ☐ I filed a 2021 Federal IRS Tax Return.
- ☐ I used the IRS Data Retrieval Tool (DRT) on my FAFSA and did not change any data.
- ☐ I did not use IRS Data Retrieval Tool (DRT) on my FAFSA. [Refer to Instruction Page.](#)

- b. ☐ I was not employed, did not have income and I am not required to file a 2021 Federal IRS Tax Return.

- **Submit a 2021 IRS Verification of Non-Filing Letter.** A free IRS Verification of Non-Filing Letter can be obtained from the IRS. [Refer to Instruction Page.](#)

- c. ☐ I was employed and had income, but I am not required to file a 2021 Federal IRS Tax Return:

- **Complete the table below:** list employer(s) and the amount that was earned in 2021
- **Attach copies of all 2021 W-2 Forms.**

Non-Tax Filers with 2021 earnings are required to submit a copy of W-2(s) from each employer to the Metro Tech Financial Aid Office with this form.

- **Submit a 2021 IRS Verification of Non-Filing Letter.** A free IRS Verification of Non-Filing Letter can be obtained from the IRS. [Refer to Instruction Page.](#)

COMPLETE THIS TABLE ONLY IF BOX 'C' ABOVE IS CHECKED	Name of Employer	Amount Earned in 2021	2021 W-2 Form attached to this form?		IF W-2s ARE NOT ATTACHED, YOUR INFORMATION WILL NOT BE PROCESSED. IF W-2s ARE UNAVAILABLE, SUBMIT 2021 WAGE & INCOME TRANSCRIPT Refer to Instruction Page.
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

* If more space is required, attach a separate page.

E. CERTIFICATION & SIGNATURES – STUDENT AND ONE PARENT MUST SIGN

Each person signing certifies that all the information reported is complete and correct. The student and at least one parent whose information was reported on the 2023-2024 FAFSA must sign and date this worksheet.

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

STUDENT SIGNATURE

DATE

PARENT SIGNATURE

DATE

FA-F-0017
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