



**2023-2024
V5 Full Verification Worksheet- INDEPENDENT**

Your FAFSA application has been selected by the federal government for review in a process called "Verification". In this process, information from your FAFSA will be compared with this worksheet and all other required documents. If there are differences, your FAFSA information will be corrected by our office. Your financial aid will not be determined until this form and all required documents are received and reviewed. **Do not submit this form without all the required documents. Please complete sections A through G. *This form cannot be faxed.***

A. STUDENT DEMOGRAPHIC INFORMATION

Last Name	First Name	M.I.	CID Number or SSN
Street Address			Date of Birth
City	State	Zip Code	Phone Number (include area code)

B. VERIFICATION OF HOUSEHOLD SIZE

List below all the people in **your household**. Include:

- **Yourself**
- Your spouse, if you are married and reside in the same household. **Do not include your significant other.**
- Your children, if any, if you will provide more than half of their support from July 1, 2023 through June 30, 2024 or if the child would be required to provide your 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 you.
- Other people if they now live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2024.

Full Name	Age	Relationship
Example: Mary Jones	25	Spouse
		Self

If more space is needed, attach a separate page.

C. FAMILY MEMBERS ATTENDING COLLEGE (from section B)


Include yourself, the name(s) of household member(s) and college they will be enrolled in 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.

Full Name	College
	Corning Community College

D. VERIFICATION OF STUDENT/SPOUSE TAX FILING STATUS

1. Student Tax Filing Information (Do not leave this section blank you must select box A, B or C below)

A I (the student) filed or will file a 2021 Federal Income Tax Return and (select one of the following).

- Used the IRS Data Retrieval Tool (IRS DRT) when completing the FAFSA.
- Did not use the IRS DRT when completing the FAFSA. 

➤ **REQUIRED:** Provide a signed copy of student's 2021 Federal Income Tax Return or a copy of student's 2021 Tax Return Transcript from the IRS at [IRS website \(irs.gov\)](https://www.irs.gov).

B I (the student) worked but did not file and was not required to file a 2021 Federal Income Tax Return. **Complete the chart below.** List every employer even if the employer did not issue an IRS W-2 form.

- **REQUIRED:** Attach copies of **all** 2021 W-2 forms issued to the student.
- **REQUIRED:** Provide a **Verification of Non-filing Letter** from the IRS by going to the [IRS website \(irs.gov\)](https://www.irs.gov) and selecting "Get Your Tax Record" and then "Get Transcript Online"

Employer's Name	2021 wages earned	
Example: Suzy's Auto Body Shop	\$2,000	
	\$	Copy of W-2 must be provided with this form.
	\$	Copy of W-2 must be provided with this form.

C I (the student) did not work in 2021. Explain below how the household was supported.

- REQUIRED:** Provide a Verification of Non-filing Letter from the IRS by going to the [IRS Website \(irs.gov\)](https://www.irs.gov) and selecting "Get Your Tax Record" and then "Get Transcript Online"

How did you support your household? _____

2. Spouse Tax Filing Information (If Married) (You must select box A, B, C or D below)

A My spouse and I filed or will file a joint 2021 Federal Income Tax Return and used the IRS Data Retrieval Tool (IRS DRT) when completing the FAFSA.

B My spouse and I filed or will file a 2021 joint Federal Income Tax Return or my spouse filed a separate tax return and did not or was unable to use the IRS DRT when completing the FAFSA.

- **REQUIRED:** Provide a signed copy of student/spouse 2021 joint Federal Income Tax Return or a copy of student/spouse 2021 joint Tax Return Transcript or your spouse's separate 2021 signed copy of Federal Income Tax Return or Tax Return Transcript from the IRS at [IRS Website \(irs.gov\)](https://www.irs.gov).

C My spouse worked but did not file and is not required to file a 2021 Federal Income Tax Return. **Complete the chart below.** List every employer even if the employer did not issue an IRS W-2 form.

- **REQUIRED:** Attach copies of **all** 2021 W-2 forms issued to the spouse.
- **REQUIRED:** Provide a **Verification of Non-filing Letter** from the IRS by going to the [IRS Website \(irs.gov\)](https://www.irs.gov) and selecting "Get Your Tax Record" and then "Get Transcript Online"

Employer's Name	2021 wages earned	
Example: Suzy's Auto Body Shop	\$2,000	
	\$	Copy of W-2 must be provided with this form
	\$	Copy of W-2 must be provided with this form

D My spouse did not work in 2021 and did not file a 2021 Federal Income Tax Return.

- **REQUIRED:** Provide a **Verification of Non-filing Letter** from the IRS by going to the [IRS website \(irs.gov\)](https://www.irs.gov) and selecting "Get Your Tax Record" and then "Get Transcript Online"

E. Identity and Statement of Educational Purpose

Must be signed in person if student resides within a 50 mile radius of the college.

The student must appear **in person** at Corning Community College to verify his or her 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*.

An official at the institution will make a copy of the student's photo ID and must annotate the copy with the date it was received and the name of the official at the institution authorized to collect the student's ID.

In addition, the student must sign, **in the presence of the institutional official**, the following:

Statement of Educational Purpose

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

Statement of Educational Purpose and that the federal student financial assistance that I may receive will only be used for educational purposes and to pay the cost of attending Corning Community College for 2023-2024.

Student's Signature

Date

Student's ID Number

Complete this section only if the student resides outside a 50 mile radius of the college and is unable to appear in person at Corning Community College.

The student must sign the statement of educational purpose in the presence of a notary public, and must submit with this form a copy of an acceptable form of ID as listed below.* The notary must sign confirming that the student appeared before them and presented the ID confirming the student's identity.

I was presented with the following evidence of identification:

___ Driver's License ___ Non-Driving State ID ___ Passport

Notary Signature (If applicable)

Date

* A valid ID is issued by the state or federal government and must include the student's name, picture, an expiration date and be unexpired. Federal regulations prohibit the photocopying of military identification cards for any purpose other than to access U.S. Department of Defense benefits.

Notary Stamp/Seal (If applicable)

F. MARITAL STATUS

As of today what is your marital status? (**CHECK ONE**)

Married **Date of Marriage:** _____ (Do not leave date blank)

Separated/Divorced (I am separated or divorced and am solely maintaining a separate household)

Separation/Divorce Date: _____ (Do not leave date blank)

Never Married

Widowed **Date:** _____ (Do not leave date blank)

G. CERTIFICATION AND SIGNATURES

By signing below I certify that all of the information reported is complete and correct and that all required documentation has been attached. **WARNING: if you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

Student Signature

Date

Return to: 1 Academic Drive, Corning, NY 14830 • Attn: Financial Aid • Phone (607) 962-9875

****This form cannot be faxed****

Do not submit this form without all the required documents. Documentation and forms should be submitted as a complete packet. Do not leave any blanks. Incomplete items will be returned which will delay processing.

Please allow 2 to 4 weeks for processing.

We will continue to accept documentation through November 30, 2023 for the fall semester and April 30, 2024 for the spring semester. After those dates, documentation will be accepted on a case-by-case basis as it may be too late to process corrections and award federal aid.