



Office of Financial Aid

Phone: (740)389-4636

Email: financial-aid@mtc.edu

2023-2024 Verification Worksheet
V1 - Standard Group

Your application was selected for review in a process called "Verification." In this process, Marion Technical College (MTC) will be comparing information from your FAFSA with copies of your, your spouse's (if applicable), or your parent(s) 2021 Federal tax transcripts, or with W-2 forms or other financial documents. The Dept. of Ed. requires MTC to process this information in order for the student to receive Federal aid. If there are differences between your FAFSA information and your financial documents, we will send corrections electronically to have your information reprocessed. MTC must review the requested information under the financial aid program rules (CRF Title 34, Part 668).

STEP 1: STUDENT INFORMATION

Form fields for student information: Last Name, First Name, MI, Social Security #, Address, Date of Birth, City, State, ZIP Code, Phone Number.

STEP 2: FAMILY INFORMATION

DEPENDENT Students

INDEPENDENT Students

List the people in your Parent's household including:

List the people in your household including:

- Yourself and your parent(s), including step-parent, and
• Your parents' other children, IF your parents will provide more than half of their support from July 1, 2023 thru June 30, 2024 OR the children would be required to provide parental information when applying for Federal Aid, and
• Other people if they now live with your parents and your parents provide more than half of their support and will continue to from July 1, 2023 through June 30, 2024.

- Yourself, and your spouse, if you have one, and
• Your children, if you will provide more than half of their support from July 1, 2023 through June 30, 2024, and
• Other people if they now live with you and you provide more than half of their support and will continue to from July 1, 2023 through June 30, 2024.

Table with 5 columns: Full Name, Age, Relationship to Student, College, Will be Enrolled at least HALF TIME (Yes or No). Includes example row with Mary Jones.

STEP 3: TAX FORMS AND INCOME INFORMATION (all applicants)

The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web at FAFSA.gov. It takes up to 2 weeks for the IRS income information to be available for the IRS Data Retrieval Tool for electronic filers, and up to 8 weeks for paper IRS tax return filers. Contact the Financial Aid Office if more information is needed about using the IRS Data Retrieval Tool.

- STUDENT Tax Forms and Income Information**

1. Check only one box below.

- The STUDENT **has used** the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2021 IRS income information into the student’s FAFSA
- The STUDENT is **unable or chooses not to use** the IRS Data Retrieval Tool in FAFSA on the Web, and will instead **provide the school with a 2021 IRS Tax RETURN Transcript(s)**. Tax RETURN transcripts can be requested from the IRS by calling (800)908-9946 or by using this link: <http://www.irs.gov/Individuals/Get-Transcript>.
- Check here if you **will not file and are not required to file** a 2021 U.S. Income Tax Return.

2. If you **did not file and are not required to file** a 2021 Federal income tax return, list below your employer(s) and any income received in 2021 (use W-2 or other earning statements if available)

Sources of Income – complete only if you did not file taxes	Amount Earned in 2021	W-2 Attached
Joe’s Auto Repair (example)	\$2,000 (example)	Yes (example)
	\$	
	\$	
	\$	

3. Funds **received** for all child support and other untaxed income (Question 45 of FAFSA)

Sources of Untaxed Income	2021 Amount	Other Sources of Untaxed Income	2021 Amount
Child Support Received	\$		\$
	\$		\$
	\$		\$

- SPOUSE’S or PARENT’S Tax Forms and Income Information**

1. Check only one box below.

- The SPOUSE/PARENT **has used** the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2021 IRS income information into the student’s FAFSA
- The SPOUSE/PARENT is **unable or chooses not to use** the IRS Data Retrieval Tool in FAFSA on the Web, and will instead **provide the school with a 2021 IRS Tax RETURN Transcript(s)**. Tax RETURN transcripts can be requested from the IRS by calling (800)908-9946 or by using this link: <http://www.irs.gov/Individuals/Get-Transcript>.
- Check here if you **will not file and are not required to file** a 2021 U.S. Income Tax Return.

2. If you **did not file and are not required to file** a 2021 Federal income tax return, list below your employer(s) and any income received in 2021 (use W-2 or other earning statements if available)

Sources of Income – complete only if you did not file taxes	Amount Earned in 2021	W-2 Attached
Joe’s Auto Repair (example)	\$2,000 (example)	Yes (example)
	\$	
	\$	
	\$	

3. Funds **received** for all child support and other untaxed income (Questions 94 Parents’ or 45 Spouse of FAFSA)

Sources of Untaxed Income	2021 Amount	Sources of Untaxed Income	2021 Amount
Child Support Received	\$		\$
	\$		\$
	\$		\$

STEP 4: CERTIFICATION AND SIGNATURES

By signing this worksheet, I/we certify that all the information reported on this worksheet to qualify for Federal student aid is complete and correct. If dependent, at least one parent must sign.

WARNING: This process is deemed required by the Federal Government. If you purposely give false information you may be fined, be sentenced to jail, or both.

Student _____ Date ____/____/____

Parent _____ Date ____/____/____

Return this form and ALL documentation to MTC Financial Aid Office.