



2024–2025 Verification Worksheet

Dependent Student

Your 2024–2025 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification by the Federal Government. We are required to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information, the financial aid administrator at Tompkins Cortland will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, Tompkins Cortland will update your FAFSA information. You, and at least one parent, must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid office at Tompkins Cortland. We may ask for additional information after your initial documents are reviewed. Documents must be returned within 120 days of YOUR last date of attendance. If you choose to wait, some forms of Financial Aid may not be available. If you wish to receive Federal Financial Aid in a timely manner return these document AS SOON AS POSSIBLE! **We cannot continue processing your financial aid application until all requested information is received and completed.**

A. Dependent Student's Information

_____	_____	_____	_____
Student's Last Name (print)	First Name	M.I.	Student's TC3 ID
_____	_____		_____
Student's TC3 Email Address	Student's Birthdate		

B. Dependent Student's Family Information

 Print the information requested below: **do not leave this section blank.**

People to list that are included in your parents' household: (Grandparents and legal guardians are not considered parents)

- Yourself, even if you don't live with your parents.
- Your parent(s)/stepparents: **If your parent listed on the FAFSA is remarried enter your stepparent. If your parents are unmarried but live together list both of them. If your biological parents are not married and do not live together only list the parent on the FAFSA.**
- Your parents' other children if (a) your parents will provide more than half their support between July 1, 2024 and June 30, 2025, or (b) the children are considered dependent for FAFSA purposes and
- Other people if they now live with your parents and your parents provide more than half of their support and your parents will continue to provide more than half of their support between July 1, 2024 and June 30, 2025.

Full Name	Age	Relationship

C. Dependent Student’s Income Information to Be Verified (Check the box that applies):

I have filed a 2022 tax return and am providing a copy of the return.

TAX RETURN NONFILERS—Complete this section if the **student will not file** and is **not required** to file a 2022 income tax return with the IRS. **By checking any of the boxes and signing below you are certifying you did not file a 2022 Federal Tax Return.**

The student was not employed and had no income earned from work in 2022.

The student was employed in 2022 and has listed below the names of all the student’s employers, the amount earned from each employer in 2022. Attach copies of all 2022 IRS W-2 forms issued to the student by employers. **List every employer even if they did not issue an IRS W-2 form.**

Employer’s Name	2022 Amount Earned
<i>Suzy’s Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>

D. Parent’s Income Information to Be Verified—Note: If two parents were reported in Section B of this worksheet, the instructions and certifications below refer and apply to both parents.

Check the box that applies:

I/we have filed a tax return and my (our) 2022 Federal tax transcript or signed copy of 2022 Federal tax return is attached.

TAX RETURN NONFILERS— Complete this section if the student’s parent(s) **will not file** and **is not required** to file a 2022 income tax return with the IRS. **By checking any of the boxes and signing below you are certifying you did not file a 2022 Federal Tax Return.**

Parent 1 was not employed and had no income earned from work in 2022.

Parent 2 was not employed and had no income earned from work in 2022.

The parent(s) was employed in 2022 and has listed below the names of all the parent’s employers, the amount earned from each employer in 2022. Attach copies of all 2022 IRS W-2 forms issued to the parent(s) by employer(s). **List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student’s name and TC3 ID Number at the top.**

Employer’sName	2022 Amount Earned
<i>Suzy’s Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>

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

Certification and Signatures

Each person signing this worksheet certifies that all if the information reported on it is complete and correct. The student and one parent must sign and date. *****All uploaded documents must be hand-signed by the student and parent (if required). Forms and documents submitted with digital signatures will not be accepted.*****

Student’s Signature

Date

Parent’s Signature

Date

Return this worksheet with documentation to:

Tompkins Cortland Community College Financial Aid Office

P.O. Box 139, 170 North Street| Dryden, New York 13053-0139

Phone: 607.844.6580 | Toll Free: 888.567.8211 | Email: aid@tompkincortland.edu | Fax: 607.844.6538