



2023-2024 V5 Verification Worksheet - Dependent

Your 2023-2024 Free Application for Federal Student Aid (FAFSA) was selected by the Department of Education for review in a process called verification. During this review, Blackburn College will compare information submitted on your FAFSA to information on this worksheet and other required documentation. Federal regulations require that we complete verification before processing federal financial aid. We may ask for additional information. If there are differences between information on your FAFSA and this worksheet, your FAFSA information will need to be corrected. You will receive an acknowledgement reflecting these changes. If we do make corrections, please do **not** make any subsequent changes to your FAFSA. If you have any questions about this form or verification, contact the Financial Aid Office at Blackburn College.

Student's Information

Last Name FirstName MI

Student ID #

Street Address (include apt. number)

Date of Birth

City, State, Zip Code

Email Address

Home Phone Number (including area code)

Cell Phone Number

Number of Household Members and Number in College:

List below all the people in the household.

Include:

- The student
- Parent(s) or stepparent
- All other children that your parent(s) will provide more than half of their support from July 1, 2023 through June 30, 2024, even if they do not live with the parents.
- Other people that now live with the parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2024.
- Include the name of the college for anyone in the household (except a parent) who will be enrolled **AT LEAST HALF TIME** in a degree, diploma, or certificate program any time between July 1, 2023 and June 30, 2024.

Full Name	Age	Relationship to student	College	Enrolled at least half-time (Y or N)
		Self	Blackburn College	

***Please note that we may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.

Verification of 2021 Income for Student Tax Filers:

Important Note: The instructions below apply to the student. Notify the financial aid office if the student had a change in marital status after the end of the 2021 tax year on December 31, 2021.

Check the box that applies:

- The student has used the IRS DRT in the *FAFSA on the Web* to transfer 2021 IRS income tax information into the student's FAFSA.
- The student has not yet used the IRS DRT in FAFSA on the Web, but will use the tool to transfer 2021 IRS income tax return information into the student's FAFSA once the 2021 IRS income tax return has been filed.
- The student was unable or chose not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a **2021 IRS Tax Return Transcript**.

Verification of 2021 Income Information for Student Non-tax Filers:

Check the box that applies:

- The student was not employed and had no income earned from work in 2021.
- The student was employed in 2021 and has listed below the names of all employers. The amount earned from each employer in 2021, and whether a W-2 form is provided. {Provide copies of all 2021 W-2 forms issued to the student and 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 the student's name and ID number at the top.

Employer's Name	2021 Amount Earned	W-2 Attached (Y or N)

***Please Note: We may require you to provide documentation from the IRS that indicates a 2021 IRS income tax return was not filed with the IRS.

Verification of 2021 Income for Parent Tax Filers:

Important Note: The instructions below apply to each parent included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2020 or had a change in marital status after the end of the 2021 tax year on December 31, 2021.

Check the box that applies:

- The parents have used the IRS DRT in the *FAFSA on the Web* to transfer 2021 IRS income tax information into the student's FAFSA.
- The parents have not yet used the IRS DRT in *FAFSA on the Web*, but will use the tool to transfer 2021 IRS income tax return information to the student's FAFSA once the 2021 IRS income tax return has been filed.
- The parents were unable or chose not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a **2021 IRS Tax Return Transcript**.

Verification of 2021 Income Information for Parent Non-tax Filers:

The instructions and certifications below apply to each parent included in the household. Complete this section if the parents will not file and are not required to file a 2021 income tax return with the IRS

Check the box that applies:

- Neither parent was employed and had no income earned from work in 2021.
- One or both parents were employed in 2021 and have listed below the names of all employers, the amount earned from each employer in 2021, and whether an W-2 form is provided. (Provide copies of all 2021 W-2 forms issued to the parents by their employers. List every employer even if the employer did not issue a W-2 form.

If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	2021 Amount Earned	W-2 attached (Y or N)

Please Note: We may require you to provide documentation from the IRS that indicates a 2021 IRS income tax return was not filed with the IRS

**Identity Verification and Statement of Educational Purpose
(TO BE SIGNED AT THE INSTITUTION)**

The student must appear in person at Blackburn 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. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed and the name of the official at the institution authorized to collect the student's ID.

Do not complete this page in advance. You must sign, in person at the Financial Aid Office at Blackburn College.

In addition, the student must sign, **in the presence of a Financial Aid employee**, the following statement:

Statement of Educational Purpose

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

Of 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 **Blackburn College** for 2023-2024.

Student Signature

Date

Parent Signature

Date

Certification and Signatures: Each person signing this worksheet certifies that all of the information reported on it is complete and correct. **Note: Student and parents must have a separate signature – and cannot sign federal financial aid documents for each other.**

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

- The above-named student has presented a valid, unexpired government issued photo identification such as a state driver's license, non-driver's license or passport which verifies his or her identity.**

Financial Aid Certifying Officer's Signature/Date

**Identity and Statement of Educational Purpose
(To Be Signed in the Presence of a Notary)**

If the student is unable to appear in person at **Blackburn College** to verify his or her identity, the student must provide to the notary:

- (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 passport; and
- (b) The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

Statement of Educational Purpose

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

of *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 **Blackburn College** for 2023-2024.

Student's Signature/ Date

Parent's Signature/Date

Student ID Number

Note: Students and parents must have a separate signature – and cannot sign federal financial aid documents for each other.

Notary's Certificate of Acknowledgement

Notary's certification may vary by State

State of _____

City/County of _____

On _____, before me, _____,
(Date) (Notary's name)

personally appeared, _____, and proved to me

(Printed name of signer)

on the basis of satisfactory evidence of identification _____

(Type of unexpired government-issued photo ID
provided)

to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal

(seal)

(Notary signature)

My commission expires on _____

(Date)