



## 2022-2023 Verification Worksheet

Your 2022-2023 FAFSA was selected for review in a process called **Verification**. The law says that before awarding federal aid, we must ask you to confirm the information reported on your FAFSA. To verify that you provided correct information, you and at least one parent (if you are a dependent student) must complete this worksheet, attach any required documents, and submit all forms to Student Financial Services via fax: [828-412-0257](tel:828-412-0257). Please do not leave any section blank as this will cause your paperwork to be marked as incomplete. Incomplete paperwork will result in our inability to disburse federal aid. **Any adjustments made to your FAFSA as a result of Verification could affect the amount of financial aid you're eligible to receive.**

**IMPORTANT – This form will be considered invalid if:**

- It is not signed by both the student and parent
- All household members, including yourself, are not listed
- 1040 forms are not manually signed by the taxpayer unless the form is prepared by a firm with an EIN number included

**Student Information:**

---

Last Name	First Name	Student Identification Number
-----------	------------	-------------------------------

**Household Information:**

List below all of the people who will be living in your household from July 1, 2022 to June 30, 2023. Students are considered dependent unless they are over the age of 24, married, have dependents, are an orphan/ward of the court are legally emancipated, or are a veteran/active duty member of the armed forces.

**Dependent Students**

**Include, if applicable**

- Yourself
- Your parents (including stepparents)
- Your siblings and any other dependents or household members who will receive more than half of their support from the parents.

**Independent Students**

**Include, if applicable**

- Yourself
- Your spouse
- Your children
- Any other dependents or household members who will receive more than half of their support from you or your spouse.

Full Name	Age	Relationship to Student	Will be enrolled at least half-time?	Name of College or University
		<i>Self</i>	<i>Yes</i>	<i>Montreat College</i>

Of those listed above, write in the name of the college or university for any family member who will be enrolled at least half-time in a degree or certificate program between July 1, 2022 and June 30, 2023.

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

## Student and Parent Income Information

**Important Note:** If the student or parent filed an amended 2020 IRS tax return, the student or parent must contact Student Financial Services at [financialservices@montreat.edu](mailto:financialservices@montreat.edu) before completing this section.

### 1. STUDENT TAX RETURN FILERS

**Check the box that applies:**

- The student has used the **IRS Data Retrieval Tool** to transfer their 2020 IRS income information into their FAFSA. *Contact Student Financial Services for instructions on how to use this tool.*
- The student is unable or chooses not to use the IRS Data Retrieval Tool and has attached a **2020 IRS Tax Return Transcript or manually signed copy of their 2020 1040 Form**. *Contact Student Financial Services to learn how to obtain an IRS tax return transcript.*

### 2. PARENT TAX RETURN FILERS

**Check the box that applies:**

- The parent has used the **IRS Data Retrieval Tool** to transfer their 2020 IRS income information into the student's FAFSA. *Contact Student Financial Services for instructions on how to use this tool.*
- The parent is unable or chooses not to use the IRS Data Retrieval Tool and has attached a **2020 IRS Tax Return Transcript or manually signed copy of their 2020 1040 Form**. *Contact Student Financial Services to learn how to obtain an IRS tax return transcript.*

### 3. TAX RETURN NONFILERS

**Check the box that applies:**

- The **student** was not employed and had no income earned from work in 2020.
- The **parent** was not employed and had no income earned from work in 2020.
- The student/parent was employed in 2020 but will not file and is not required to file an income tax return with the IRS. List below the names of all employers and the amount earned from each employer. Please attach copies of all 2020 IRS W-2 forms issued to the student/parent by all employers, if applicable.

Employer's Name	2020 Amount Earned

**Note:** If the single parent of a dependent student reports no taxes filed or income earned in 2020, that parent is expected to provide a separate explanation indicating how they support themselves and their dependents (e.g., spousal or familial support, government assistance, etc.).

## **Child Support Received**

**Child support was not paid or received by any member of the household in 2021**

Student and Parents' Household:

List below the names of any persons who paid or received child support, the names of the children for whom the support was paid or received, and the total annual amount that was received in **2021** for **each** child.

<b>Name of Person Who Paid Child Support</b>	<b>Name of Person Who Received Child Support</b>	<b>Name of Child for Whom Support was Paid</b>	<b>Total amount of Child Support Received in 2021</b>

**Note:** If there is reason to believe that the information regarding child support paid or received is not accurate, we may require additional documentation, such as:

- A copy of the separation agreement or divorce decree that shows the amount of child support to be provided
- A statement from the individual receiving the child support certifying the amount of child support received
- Copies of the child support payment checks or money order receipts

## Identification

**You must complete 1 of the following:**

1. **Mail** this signed form (original copies only) along with a copy of a valid, non-expired government-issued photo identification\* to:
  - Montreat College
  - Office of Student Financial Services
  - P.O. Box 1267
  - Montreat, NC 28757.
  
2. **Scan** this signed form along with a copy of a valid, non-expired government-issued photo identification\* to [financialservices@montreat.edu](mailto:financialservices@montreat.edu).

*\*Valid government-issued photo identification includes, but is not limited to, a driver's license, military identification, or passport.*

## Statement of Educational Purpose

I certify that I, \_\_\_\_\_, (**print** student's name) am the individual signing this Statement of Education Purpose and that the federal student financial assistance I may receive will only be used for educational purposes to pay for the cost of attending Montreat College for the 2022-2023 award year.

### Certifications and Signatures:

Each person signing below certifies that all of the information reported is complete and correct. **Digital or typed signatures will not be accepted; please sign manually with a black pen.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature (Dependent Student)

\_\_\_\_\_  
Date