

A. Demographic Information

## 2022 - 2023 Verification Worksheet Dependent Student

Your 2022–2023 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law states that before awarding any Federal Student Aid, we must ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information, the financial aid office will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information will be corrected. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and the other required documents to the financial aid office at Green Hall #101. If you have questions about this form, contact the financial aid office as soon as possible at (609) 771-2211 so that your financial aid will not be delayed.

The Demographic Information				
Student's Last Name	Student's First Name	Student's M.I.	Student's Social Security Number	
Student's Street Address (in	clude apt. no.)	PAWS ID		
City	State	Zip Code	Student's Email Address	
Student's Home Phone Nun	nber (include area code)	Student's Alternate or Cell Phone Number		

#### **B.** Family Information

#### List the people in **your household**. Include:

- Yourself and your parent(s) whose information is on the FAFSA (including a stepparent if applicable).
- **Brothers and sisters**, if applicable, who reside in your household and for whom your parent(s) will provide more than half of their support from July 1, 2022, through June 30, 2023.
- Other family members if they live with you, are claimed on your parents tax returns, your parents provide more than half of their support and will continue to provide more than half of their support through June 30, 2023, and/or your parents are their court appointed guardian. Additional documents may be requested to confirm the support.
- If Grandparents are listed on the form, they MUST reside in your household and be claimed on the parent(s) tax returns to be included in the household size.

Include the <u>name of the college for any household member, excluding your parent(s)</u>, who will be enrolled, <u>at least half time</u> in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2022, and June 30, 2023. Please note **UNDECIDED/UNSURE** as a college response is treated as not attending. *If more space is needed, attach a separate page with the student's name and Social Security Number at the top.* 

Full Name	Age	Relationship	College	Will be Enrolled at
				Least Half Time
Missy Jones (example)	18	Sister	Central University	Yes
		Self		

Student's Name:	SSN:		
C. Dependent Student's Income Information to Be Verified			
1. <u>TAX RETURN FILERS</u> — complete this section if the student filed <u>return was filed, skip to question #2.</u>	1. <u>TAX RETURN FILERS</u> — complete this section if the student filed or will file a 2020 income tax return with the IRS. <u>If no return was filed, skip to question #2.</u>		
Check the box that applies:			
The student <u>has used</u> the IRS Data Retrieval Tool and transferr FAFSA. <i>TCNJ</i> will use the IRS information transferred into the process.			
The student is <u>unable or chooses not to</u> use the IRS Data Retrisubmit to the school a <b>2020 IRS tax return transcript - or a ph</b> an IRS tax return transcript, go to <u>www.IRS.gov</u> and under "To 800-908-9946. Make sure to request the "IRS tax return transcript need your Social Security Number, date of birth, and the address used when the 2020 IRS tax return was filed). It takes up to two electronic IRS tax return filers, and up to eight weeks for paper IR	notocopy of the "home" inco ols" click on the "Get a tax t ript" and not the "IRS tax acc s on file with the IRS (normal o weeks for IRS income inform	me tax return. To obtain ranscript" link, or call 1- ount transcript." You will ly this will be the address	
Check here if the students IRS tax return is attached to this worksheet.			
Check here if the students IRS tax return will be submitted to the student's school later. Verification cannot be completed until the IRS tax return has been submitted to the school.			
Important Note: If the student filed, or will file, an <u>amended 2020 IRS</u> tax return, then the student must submit to the school a 2020 IRS tax return transcript, a copy of the 1040 X tax form and a copy of the corrected tax return.			
Instructions: The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student has not already used the tool, go to <u>studentaid.gov</u> , log in to the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the student is eligible to use the IRS Data Retrieval Tool to transfer 2020 IRS income tax information into the student's FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.			
2. <u>TAX RETURN NONFILERS</u> — complete this section if the student <u>will not file and/or is not required to file a 2020</u> income tax return with the IRS.			
Check the box that applies:			
The student was not employed and had no income earned from work in 2020. Proceed to Section D.			
The student was employed in 2020. List below the names of all the student's employers, the amount earned from each employer in 2020, and whether an IRS W-2 form is attached. Attach copies of all 2020 IRS W-2 forms issued to the student by employers. 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 Social Security Number at the top.			
Employer's Name	2020 Amount Earned	IRS W-2 Attached?	
Suzy's Auto Body Shop (example)	\$2,000.00(example)	Yes(example)	

Student's Name: SSN:			
<b>D. Parent's Income Information to Be Verifi</b> Note: If two parents were reported in Section B of this works both parents.		s below refer and apply to	
1. <u>TAX RETURN FILERS</u> — complete this section if the student's parent(s) <u>filed or will file</u> a 2020 income tax return with the IRS. If no return was filed, skip to question #2.			
Check the box that applies:			
The student's parent <u>has used</u> the IRS Data Retrieval T FAFSA. TCNJ will use the IRS information transferred process.			
The parent is unable or chooses not to use the IRS Data a copy of the parent's 2020 IRS tax return transcript obtain an IRS tax return transcript go to www.IRS.gov call 1-800-908-9946. Make sure you order the "IRS tax parent will need his or her Social Security Number, date be the address used when the 2020 IRS tax return was f available for electronic IRS tax return filers, and up to e and separate 2020 tax returns were filed, 2020 IRS tax re	t(s)— or a photocopy of the "home and under "Tools" click on the "Get return transcript" and not the "IRS ta of birth, and the address on file with filed). It takes up to two weeks for IRS ight weeks for paper tax return filers.	t a tax transcript" link, or x account transcript." The the IRS (normally this will income information to be If the parents are married,	
Check here if an IRS tax return is attached to this w	vorksheet.		
Check here if IRS tax return will be submitted to the student's school later. Verification cannot be completed until the IRS tax return has been submitted to the school.			
Important Note: If the student's parent(s), filed or will file, an <u>amended</u> 2020 IRS tax return then the parents must submit to the school a 2020 IRS tax return transcript, a copy of the 1040 X tax form and a copy of the corrected tax return			
Instructions: The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student's parent(s) has not already used the tool, the parent and the student should go to <u>FAFSA.gov</u> , log in to the student's FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the parent(s) is eligible to use the IRS Data Retrieval Tool to transfer 2020 IRS income tax information into the student's FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.			
2. <u>TAX RETURN NONFILERS</u> —complete this section if th 2020 income tax return with the IRS.	e student's parent(s) will not file and/	or <u>is not required</u> to file a	
Check the box that applies:			
The parent(s) was not employed and had no income earner	ed from work in 2020.		
The parent(s) was employed in 2020 and has listed below the names of all the parent's employers, the amount earned from each employer in 2020, and whether an IRS W-2 form is attached. Attach copies of all 2020 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 Social Security Number at the top.			
Employer's Name	2020 Amount Earned	IRS W-2 Attached?	
Suzy's Auto Body Shop (example)	\$2,000.00 (example)	Yes (example)	
		1	

### E. Untaxed Income

# Fill in each box with a \$ amount or "\$0". Blank responses cannot be accepted. Thank you!

Student	2020 Untaxed Income	Parent
	Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on the W-2 Form in Boxes 12a through 12d, codes D,E,F,G,H and S. Don't include	
	amounts listed in code DD.	
	IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans from IRS <b>Form 1040 Schedule 1 – Total of lines 15 + 19</b>	
	<b>Child support received</b> for all children. Do not include foster care or adoption payments.	
	Tax exempt interest income from IRS Form 1040 – Line 2a	
	Untaxed portions of IRA distributions and pensions from IRS Form 1040 – (lines 4a + 5a) minus (lines 4b+5b). <b>Exclude rollovers</b> . If negative, enter zero here.	
	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). <b>Do not include</b> the value of on-base military housing or the value of a basic military allowance for housing (BAH/BAQ).	
	Veterans' non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.	
	Other untaxed income not reported, such as workers' compensation, disability benefits, etc. Also, include the untaxed portions of health savings accounts from IRS Form 1040 Schedule 1 – Line 12. Don't include extended foster care benefits, student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security income, Workforce Innovation and Opportunity Act educational benefits, on-base military housing or a military housing allowance, combat pay (if your parents are not tax filers), benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.	
	Money received, or paid on your behalf (e.g., bills), not reported elsewhere on this form. This includes money that you received from a parent or other person whose financial information is not reported on this form and that is not part of a legal child support agreement	
	Totals	

Student's Name:		SSN:
F.	Certification and Signatures	
	Each person signing this worksheet certifies that all of the information reported on it is complete and correct.  The student and one parent must sign and date.	WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.
	Student's Signature	Date
	Parent's Signature	Date

STOP! Are all boxes filled in? Did you sign the form? Thank you!

Submit this worksheet to the financial aid office at
The College of New Jersey (TCNJ)
PO Box 7718, Ewing, NJ 08628
Green Hall 101 (609) 771-2211 - Fax (609) 637-5154