



# 2024-2025 Verification Worksheet

DEPENDENT

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Your 2024-2025 FAFSA (Free Application for Federal Student Aid) has been selected for a process called Verification. The U.S. Department of Education regulations requires Linfield University to verify the accuracy of the information you reported on your FAFSA. If you have questions about the verification process, contact our office as soon as possible to avoid a delay in finalizing your financial aid.

### Helpful Hints:

**FTI-DDX:** Federal Tax Information Direct Data Exchange via FAFSA on the Web allows you to link your 2022 Federal tax information directly from the IRS to FAFSA.

**Tax Return Transcript:** A transcript can be obtained from the IRS of your 2022 Federal tax return by visiting [www.irs.gov/transcript](http://www.irs.gov/transcript), following the prompts to obtain "Get Transcript".

**IRS Verification of Non-Filing** may be requested by visiting [www.irs.gov](http://www.irs.gov).

## A: STUDENT INFORMATION

Student Name \_\_\_\_\_ Linfield ID \_\_\_\_\_

Student Phone Number \_\_\_\_\_ Parent Phone Number \_\_\_\_\_

## B: FAMILY INFORMATION

List the people in your parents' household including:

- *Yourself* (student)
- *Your parent(s)*, including stepparent if your custodial parent is remarried, even if you don't live with your parents. If your parents are divorced, do not include your non-custodial parent, nor their household members. Do not include any unborn children.
- *Your parent(s)' other dependent children*, ONLY if your parent(s) will provide more than half of their support from July 1, 2024, through June 30, 2025, or if the other children would be required to provide parental information if they were completing a FAFSA for 2024-2025. Include children who meet either of these standards even if the children do not live with the parents.
- *Other people* ONLY if they now live with your parent(s) and your parent (s) will provide more than half of their support and will continue to provide more than half of their support from July 1, 2024, through June 30, 2025.

Please list the people in your parent(s) household below:

Full Name	Age	Relationship
		Self
		Parent

**C: STUDENT INCOME INFORMATION**

**STUDENT: WERE YOU REQUIRED FILE A FEDERAL TAX RETURN IN 2022?**

<input type="checkbox"/> <b>NO, I did not file, and was NOT REQUIRED to file a 2022 Federal Tax Return.</b>	➔	<b>Did you work in 2022?</b>	
		<input type="checkbox"/>	No, I did not work in 2022.
		<input type="checkbox"/>	Yes, I did work in 2022 ( <i>List all employers below and include all 2022 W2's</i> ).
		Name of Employer: _____ Total Earned: _____	
<input type="checkbox"/> <b>YES, I filed a 2022 Federal Tax Return</b>	➔	<input type="checkbox"/> I successfully used the IRS DDX on my 2024-25 FAFSA.	
		<input type="checkbox"/> I have attached SIGNED copy of my complete <b>2022 Federal Tax Return</b> or a copy of my <b>2022 IRS Tax Return Transcript</b> .	

**D: PARENT INCOME INFORMATION**

**PARENT: DID YOU FILE A FEDERAL TAX RETURN IN 2022?**

<input type="checkbox"/> <b>NO, I did not file, and was NOT REQUIRED to file a 2022 Federal Tax Return.</b>	➔	<b>Did you work in 2022?</b>	
		<input type="checkbox"/>	No, I did not work in 2022, and I have attached a copy of my " <b>Verification of Non-Filing Letter</b> " from the IRS.
		<input type="checkbox"/>	Yes, I did work in 2022 and I have attached a copy of my " <b>Verification of Non-Filing Letter</b> " from the IRS ( <i>List all employers below and include all 2022 W2's</i> ).
		Name of Employer: _____ Total Earned: _____	
<input type="checkbox"/> <b>YES, I filed a 2022 Federal Tax Return.</b>	➔	<input type="checkbox"/> I successfully used the IRS DDX on my student's 2024-25 FAFSA.	
		<input type="checkbox"/> I have attached SIGNED copy of my complete <b>2022 Federal Tax Return</b> or a copy of my <b>2022 IRS Tax Return Transcript</b> .	

**E: REQUIRED SIGNATURES:**

This form must be signed and dated, by hand in ink, by the student and parent certifying all information is complete and correct as reported. Electronic signatures are not accepted. Forms with digital/electronic/typed signatures will be returned. Once form is signed, please submit it to the Office of Financial Aid.

Student Signature (Required) \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature (Required) \_\_\_\_\_ Date \_\_\_\_\_

**WARNING: If you purposely give false or misleading information, you may be fined, sent to prison or both.**