

## Financial Aid Office

### 2023-2024 Standard Verification Worksheet – V1

#### Return this form to:

Student Administrative Support Services - Financial Aid • 7662 Chanute Street N.E. • Moses Lake, WA 98837-3299  
Phone: 509.793.2088 • Fax: 1.888.820.2896 • Email: [faidinfo@bigbend.edu](mailto:faidinfo@bigbend.edu) • <https://www.bigbend.edu/student-center/financial-aid/>

**Your 2023-2024 Free Application for Federal Student Aid (FAFSA) was selected for a review process called *Verification*.** In this process, the Financial Aid Office (FAO) will compare information from your FAFSA with the information you provide on this worksheet and other required documents. The law says that before awarding Federal Student Aid we must complete this process and make any necessary corrections to your FAFSA. **Complete this form in pen. Incomplete worksheets will not be accepted.**

- If you used the IRS Data Retrieval Tool (DRT) when submitting your FAFSA and did not make any recent changes, you still need to complete this worksheet but will not need to submit additional tax information (unless requested by Financial Aid Office).
  - If you did not use the IRS DRT, you can correct your FAFSA using the IRS DRT. Go to <https://studentaid.gov/h/apply-for-aid/fafsa>, log in using your FSA ID, click on *Make FAFSA Correction*, select *Financial Information*, and click on *Link to IRS* to complete the process.
- If you and/or your parent(s) – if dependent – cannot use the IRS DRT, you must provide a **signed** and **dated** 2021 Tax Return **OR** IRS Tax Return Transcript. To request the Tax Return Transcript, go to [www.irs.gov](http://www.irs.gov) click on *Get Your Tax Record* and complete the directions.
- If you did not file a 2021 tax return, and are an independent student, you must provide a Verification of Non-filing Letter. If you are a dependent student and your parent(s) did not file a 2021 IRS Tax Return, you must provide a Verification of Non-filing Letter for your parent(s). To request this letter visit [www.irs.gov](http://www.irs.gov), click on *Get Your Tax Record*, and complete the directions **OR** complete and mail-in Form 4506-T (check box 7 on the form).

#### A. Student Information

Last Name	First Name	M.I.	Social Security Number
Date of Birth	Phone Number (including area code)		ctcLink ID Number

**Please select only one box that applies below and complete the remainder of this form accordingly.**

**I am a DEPENDENT student. You WERE required to provide parental information on the FAFSA.**

List the people in your legal parent(s)' household including:

- yourself
- your legal parent(s) (including unmarried, adoptive and/or stepparent) even if you don't live with them
- your legal parent's other children if (a) your parents will provide more than half of their support from July 1, 2023 through June 30, 2024, or (b) the child would be required to provide parental information on the FAFSA, even if they do not live with your parent(s)
- other people if they now live with your legal parents and your legal parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2023 through June 30, 2024.

**I am an INDEPENDENT student. You WERE NOT required to provide parental information on the FAFSA.**

List the people in your household including:

- yourself
- your spouse (if applicable)
- your children, if you will provide more than half of their support from July 1, 2023, through June 30, 2024 or if the child would be required to provide your information on the FAFSA, even if they do not live with you
- other people if they now live with you, and you provide more than half of their support and will continue to provide more than half of their support from July 1, 2023, through June 30, 2024.

**B. Family Information: List the people in your household below.**

List all household members in the space(s) below based on the status you checked on previous page (Dependent or Independent). Include the college name (if any) for any member listed who will be attending college at least half time between July 1, 2023 and June 30, 2024. **If you have additional household members, please attach a separate page.**

Full Name	Age	Relationship	College
		Self	Big Bend Community College

**C. Student's Tax and Income Information (all applicants)**

Select only one option below that applies:

- I used the IRS Data Retrieval Tool to submit my FAFSA.
- I am attaching a signed and dated copy of my 2021 Tax Return (please include Schedule 1, 2 and/or 3 that were filed with the 1040) or a copy of my IRS Return Transcript.
- I am an Independent student who will not file and am not required to file a 2021 U.S. Income Tax Return. I am attaching a copy of my 2021 IRS Verification of Non-filing Letter **OR** I am a Dependent student who will not file and am not required to file a 2021 Income Tax Return.
- I earned \$0 in income during 2021
- I worked in 2021 and have attached my W-2(s) for income earned from the following employer(s):

Employer Name (s)	2021 Income
	\$

**D. Legal Parent(s) or Spouse Tax and Income Information**

Select only one option below that applies:

- Your legal parent(s) or spouse used the IRS Data Retrieval Tool to submit your FAFSA.
- You are attaching a signed and dated copy of your legal parent(s)' or spouse's 2021 Tax Return (please include Schedule 1, 2 and/or 3 that were filed with the 1040) or copy of IRS Return Transcript.
- Your legal parent(s) or spouse will not file and are not required to file a 2021 U.S. Income Tax Return. You are attaching a copy of your parent(s)' or spouse's 2021 IRS Verification of Non-filing Letter.
- My parent(s) or spouse earned \$0 in income during 2021
- My parent(s) or spouse worked in 2021 and attached are their W-2(s) for income earned from the following employer(s):

Parent(s) / Spouse	Employer Name(s)	2021 Income
		\$
		\$

**E. Signatures**

Each person signing this form certifies that all the information provided in this application and other financial aid documents is true and correct. I declare that I have reviewed, understand and agree to the conditions, responsibilities and obligations in order to receive financial aid for the 2023-2024 academic year as stated in the Conditions of Award and Satisfactory Academic Progress Policy (available on the financial aid website). **The student and at least one legal parent (if a dependent) must sign and date.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Legal Parent or Spouse

\_\_\_\_\_  
Date