

School: \_\_\_\_\_

Student Name: \_\_\_\_\_ SSN: \_\_\_\_\_

Your 2023-2024 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. Should additional space be required for any of the below fields, a separate sheet may be attached to complete the data. In addition, the student and parent will need to sign and date each additional sheet. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

**A. DEPENDENT STUDENT'S FAMILY INFORMATION**

List below the people in the parents' household. Include: The parent(s)/stepparent; the student for whom verification is being completed; and other children whom the parent(s)/stepparent will provide more than half of the support for from July 1, 2023 through June 30, 2024 and/or whom the parent(s)/stepparent would be required to provide parental information for if they were completing a FAFSA for 2023-2024. Include children who meet either of these standards even if they do not live with the parents. Also include other people if they now live with the parent(s) and the parent(s) provide more than half of the other person's support and will continue to provide more than half of that person's support through June 30, 2024. Include the name of the college for any household member who will be enrolled at least half-time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2023 and June 30, 2024.

Full Name	Age	Relationship	College	At Least 1/2 Time
		self	NYADI	Yes

**B. STUDENT'S INCOME INFORMATION TO BE VERIFIED - Check boxes that apply**

**1.) TAX FILERS**

- The student has used the IRS Data Retrieval Tool in FAFSA On The Web to transfer 2021 IRS income tax return information as of this date: \_\_\_\_\_
- The student is unable or chooses not to use the IRS Data Retrieval Tool in FAFSA On The Web, and instead will provide the school a 2020 IRS Tax Return Transcript(s) or a signed and dated 2021 IRS Tax Return and applicable schedules.

**2.) NON-TAX FILERS - ONLY complete this section if the student will not file and is not required to file a 2021 income tax return with the IRS.**

- The student was not employed in 2021, and therefore, didn't have any income earned from work.
- The student was employed in 2021 and has listed below the names of all 2021 employers and the amount earned from each. Provide copies of all of the 2021 IRS W-2 forms issued to the student by his/her employers. List every employer even if the employer did not issue an IRS W-2 form.

Employer's Name - ONLY COMPLETE IF NOT FILING 2021 INCOME TAX RETURN	2021 Amount Earned
	\$
	\$
	\$

**C. PARENT'S INCOME INFORMATION TO BE VERIFIED - Check boxes that apply**

**1.) TAX FILERS**

- Parent 1,  Parent 2,  Both: the parent(s) have used the IRS Data Retrieval Tool in FAFSA On The Web to transfer 2021 IRS income tax return information as of this date: \_\_\_\_\_
- Parent 1,  Parent 2,  Both: - the parent(s) is/are unable or choose(s) not to use the IRS Data Retrieval Tool in FAFSA On The Web, and instead will provide the school a 2021 IRS Tax Return Transcript(s) or a signed and dated 2021 IRS Tax Return(s) and applicable schedules.

**2.) NON-TAX FILERS - ONLY complete this section if the parent(s) will not file and is not required to file a 2021 income tax return with the IRS.**

- Parent 1,  Parent 2,  Both: - neither parent was employed in 2021, and therefore, didn't have any income earned from work. Confirmation of non-filing from the IRS or other relevant taxing authority dated on or after October 1, 2022, will need to be included. If the parent(s) is not able to obtain, please complete the Verification of Non-Filing Form which you obtain from your financial aid counselor.
- Parent 1,  Parent 2,  Both: - one or both parents were employed in 2021 and have listed below the names of all 2021 employers and the amount earned from each. Provide copies of all 2021 IRS W-2 forms issued to the parents by their employers. List every employer even if the employer did not issue an IRS W-2 form. Please attach confirmation of non-filing from the IRS or other relevant taxing authority dated on or after October 1, 2022. If the parent(s) is not able to obtain, please complete the Verification of Non-Filing Form available from your financial aid counselor.

Employer's Name - ONLY COMPLETE IF NOT FILING 2021 INCOME TAX RETURN	2021 Amount Earned
	\$
	\$
	\$

**D. CERTIFICATION AND SIGNATURES**

By signing below, you certify that all of the information reported is complete and correct. The student/parent reported on the FAFSA must sign and date.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

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