



3094 Indian Circle, Marianna, Florida 32446
E-mail - financialaid@chipola.edu
Tel: 850-526-2761 Fax: 850-718-2427

2024–2025 Verification Worksheet Dependent Student

A. Dependent Student's Information

Last Name	First Name	M.I.	Last 4 of SSN#
Street Address (include apt. no.)			Chipola ID#
City	State	Zip Code	Date of Birth
Home/Cell Phone Number (include area code)			Email Address

B. Number of people in the household and in college

Your Full Name	Age	Will you enroll at least half-time

List the parent(s) used on your FAFSA (including step-parent if remarried)

Parent(s) Full Name	Age	Relationship to student

List other people in the household in the following categories:

- Other **children** that your parents will provide more than half of the financial support for from 07/01/2024 – 06/30/2025 (even if they do not currently reside with your parents)
- Other **children** required to use your parent(s) on their 2024-2025 FAFSA
- Other people that live with your parents and currently receiving more than half of their financial support from your parents through 06/30/2025

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

Student Name: _____

Chipola ID# _____

C. Student and Parent Tax and Income Information

☐ YES, my parent did file a 2022 tax return ☐ NO, my parent did NOT file a 2022 tax return

Parent 2022 Income Tax Information

If we request your 2022 Tax Transcripts you may follow the one of the steps below to request them:

- Request by phone @ 1-800-908-9946 or 1-844-545-5640
- Request your tax return transcripts on line @ www.irs.gov/transcripts
- Print your own tax transcripts on-line @ www.irs.gov/transcripts – by making an account and following the online instructions.

Parent 2022 Income Information for Nontax Filers

If your parent(s) did not, and will not, file 2022 taxes, they must:

Provide documentation from the IRS dated on or after 10/01/2022 that indicates a 2022 IRS Income tax return was not filed with the IRS.

To obtain a Verification of Non-filing document from the IRS, your parent may complete one of the following steps:

- Request by phone @ 1-800-908-9946 or 1-844-545-5640
- Request your tax return transcripts on-line @ www.irs.gov/transcript -
- Complete the IRS Form 4506-T, check box 7 on the form and mail or fax to the number on page 2 of the form.
- Print your own tax return transcripts on-line @ www.irs.gov/transcript – by making an account, and following the online instructions.

1. Your parent(s) must check the box that applies to their 2022 income:

- ☐ Either I or my parents received untaxable income, such as disability benefits, social security benefits, welfare payments, etc. (Note: The student and/or parents will provide income and non-filing documentation).
- ☐ I was not (nor was my spouse) employed and did not have any income from work in 2022. (Note: The parent is required to obtain a non-filing documentation from the IRS by following the steps above).
- ☐ I (and/or my spouse) was employed in 2022 but did not file a tax return.
- List the names of your employers and amounts earned.
 - Copies of your 2022 W-2 forms must be provided.

Name of Person Income Provided For	Employer's Name	2022 Amount Earned (W2's)	Was an IRS Form Provided?

If more space is needed, provide a separate page with the student's name and ID number.

****** PLEASE NOTE: IF PARENTS FILED A SEPARATE RETURN IN 2022 WE WILL NEED TAX TRANSCRIPTS FOR BOTH PARENTS.**

Did you, the student, file 2022 taxes?

☐ YES, I did file a tax return in 2022 ☐ NO, I did NOT file a 2022 tax return

Student 2022 Income Tax Information

If we request your 2022 Tax Transcripts you may follow one of the steps below to request them:

- Request by phone @ 1-800-908-9946 or 1-844-545-5640
- Request your tax return transcripts on line @ www.irs.gov/transcripts
- Print your own tax transcripts on-line @ www.irs.gov/transcripts – by making an account and following the online instructions.

Student 2022 Income Information for Nontax Filers

If you did not, and will not, file 2022 taxes, you must:

You must check the box that applies to your 2022 income:

☐ I was not (nor was my spouse) employed and did not have any income from work in 2022.

Provide documentation from the IRS dated on or after 10/01/2022 that indicates a 2022 IRS Income tax return was not filed with the IRS.

To obtain a Verification of Non-filing document from the IRS, your parent may complete one of the following steps:

- Request by phone @ 1-800-908-9946 or 1-844-545-5640
- Request your tax return transcripts on-line @ www.irs.gov/transcript -
- Complete the IRS Form 4506-T, check box 7 on the form and mail or fax to the number on page 2 of the form.
- Print your own tax return transcripts on-line @ www.irs.gov/transcript – by making an account, and following the online instructions.

☐ I (and/or my spouse) was employed in 2022 but did not file a tax return.

- List the names of your employers and amounts earned.
- Copies of your 2022 W-2 forms must be provided.

Name of Person Income Provided For	Employer's Name	2022 Amount Earned (W2's)	Was an IRS Form Provided?

If more space is needed, provide a separate page with the student's name and ID number.

D. On the chart below list all untaxed income received in 2022 for both student and parent.

REPORT AMOUNTS FOR 2022

\$	Payments to tax-deferred pension and savings plan (paid directly or withheld from earnings) including, but not limited amounts reported on the W-2 forms in Boxes 12a-12d, codes D, E, F, G, H and S. Do not include amounts reported with code DD.
\$	IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans from IRS form 1040 schedule 1 – total of Line 16 + 20
\$	Child support received for any of your children
\$	Housing, food and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits). Do not include the value of basic military allowances for housing.
\$	Veteran's non-educational benefits such as Disability, Death Pension or Dependency & Indemnity Compensation (DIC) and or V/A Educational Work-Study allowances.
\$	Any other untaxed income or benefits not reported elsewhere such as worker's compensation, disability. Also include the untaxed portion of health savings accounts from IRS 1040, Schedule 1 Line 13. Do NOT include any of the following: extended foster care benefits, student aid, earned income credits, additional child tax credits, welfare payments, untaxed Social Security Benefits, Supplemental Social Security Income, Workforce Innovation and Opportunity Act Educational Benefits, on base military housing or a military housing allowance, combat pay, benefits from flexible spending arrangements (i.e. cafeteria plans) foreign income or credit for federal tax or special fuels.

Student Name: _____

Chipola ID# _____

- E. Did anyone in the student's parent's household receive benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) during the 2022/2023 calendar year?**

☐ YES, I did receive SNAP benefits ☐ NO, I did not receive SNAP benefits

Supplemental Nutrition Assistance Program or SNAP

☐ One of the persons listed on this worksheet received SNAP benefits in 2022/2023. If asked by the student's school, I will provide documentation of the receipt of SNAP benefits during 2022/2023.

F. Child Support

Complete this section if one of the student's parents **PAID (NOT received)** child support in 2022.

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2022
<i>Marty Jones</i>	<i>Chris Smith (example)</i>	<i>Terry Jones</i>	<i>\$6,000.00</i>

G. 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 whose information was reported on the FAFSA must sign and date. **Any alteration to this form will not be accepted. All signatures must be handwritten. Typed signatures will not be accepted.**

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

Chipola College is an Equal Access/Equal Opportunity Institution

<https://www.chipola.edu/equal/>

NOTICE: Please be advised that these documents, once completed, may contain privileged and/or confidential information. The completed documents should be returned in a manner that is private and secure.