

Your 2022-2023 Free Application for Federal Student Aid (FAFSA) was selected for a process called verification. The law states that colleges must verify the information you and your parent(s) report on the FAFSA before federal student aid is disbursed. To verify that you provided correct information, financial aid administrators will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need corrections and could affect the student federal eligibility. You and at least one parent who filed your FAFSA must submit this completed signed worksheet with any required documents to the Colorado College Financial Aid Office. We may ask for additional information. If you have questions about verification, contact the Colorado College Financial Aid Office at financialaid@coloradocollege.edu or 719.389.6651 as soon as possible so the disbursement of your financial aid will not be delayed.

A: Student Information

Student's Last Name, First Name, M.I.: _____ CC ID #: _____

Student's Home Street Address
(include apt. #) : _____ DOB MM/DD/YYYY: _____

City: _____ State: _____ Zip code: _____

Home Phone Number
(include area code): _____ Alternate or Cell
Phone Number: _____

Email address: _____

B: Independent Student's Family Information

Number of Household Members: In the space provided, list the people in the student's household.

Include:

- The student and spouse if married.
- The student's children if the student will provide more than half of the children's support from July 1, 2022, through June 30, 2023, even if a child does not live with the parents.
- Other people if they now live with the student and the student provides 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, 2023.
- Number in College: Include information about any household member, **excluding the parents**, who is, or 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, 2022, and June 30, 2023, and include the name of the college.
 - Please note, this includes the student, spouse (if applicable), and those who are financially supported by the student 50% or more of the time between July 1, 2022 through June 30, 2023.

| Full Name <i>Example: Cutler Hall</i> | Age <i>Example: 20</i> | Relationship <i>Example: Sister</i> | Will be attending college at least half time in 2022-23? (Yes or No) | Name of College <i>Ex: State University</i> | Undergraduate or Graduate <i>Ex: Undergraduate</i> |
|------------------------------------------|---------------------------|----------------------------------------|----------------------------------------------------------------------|------------------------------------------------|-------------------------------------------------------|
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If more space is needed, provide a separate page with the student’s name and ID number at the top.

Note: We may require additional documentation if we have reason to believe that the information regarding the secondary educational institutions is inaccurate.

C: Student’s Income Information to Be Verified

Have you or will you be required to file a 2020 U.S. Federal Tax Return?

Yes: Skip to Section D

We will need to verify your income by you either using in the IRS Data Retrieval Tool or submitting a copy of your 2020 IRS Tax Return Transcript to the Colorado College Financial Aid Office. Specific instructions are included on the “Instructions for Tax Filers” form on the Colorado College Financial Aid Office website and on page 4 of this form.

No: Complete this section if the student will not file and is not required to file a 2020 income tax return with the IRS. Confirmation of non- filing status is REQUIRED from the IRS. Form 4506-T must be completed and mailed to the IRS with Box 7 marked. The response must be submitted to CC.

Check the one box that applies:

The student was not employed and had no income earned from work in 2020.

The student was employed in 2020. Please complete the table below and 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 Colorado College ID Number at the top.

| Employer's Name | 2020 Amount Earned | IRS W-2 Attached? |
|------------------------------------------------|----------------------------|---------------------|
| <i>Grandpa J's Diner (example)</i> | <i>\$2,000.00(example)</i> | <i>Yes(example)</i> |
| | | |
| | | |
| | | |
| | | |
| Total Amount of Income Earned From Work | | \$ |

Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2020 that indicates a 2020 IRS income tax return was not filed with the IRS or other relevant tax authority.

- Check here if confirmation of non-filing statement is provided.
- Check here if confirmation of non-filing statement will be provided later.

D: Spouse's Income Information to Be Verified

Note: If the student is married, this section is to be completed by the student's spouse.

*Notify the financial aid office if the student or spouse filed separate 2020 IRS income tax returns or had a change in marital status after December 31, 2020.

Have you or will you be required to file a 2020 US. Federal Tax Return in?

- Yes:** Skip to Section E and we will need verify your income by you either using in the IRS Data Retrieval Tool or submitting a copy of the 2020 IRS tax return transcript to the Colorado College Financial Aid Office. Specific instructions are included on the "Instructions for Tax Filers" form on the Colorado College Financial Aid Office website and on page 4 of this form.
- No:** Complete this section if the spouse will not file and is not required to file a 2020 income tax return with the IRS. Confirmation of non-filing status is REQUIRED from the IRS. Form 4506-T must be completed and mailed to the IRS with Box 7 marked. The response must be submitted to CC.

Check the box that applies:

- The student's spouse was not employed and had no income earned from work in 2020.
- The student's spouse was employed in 2020. Please complete the table below and attach copies of all 2020 IRS W-2 forms issued to the spouse by employer(s). List every employer even if an IRS W-2 from was not issued.

| Employer's Name | 2020 Amount Earned | IRS W-2 Attached? |
|---------------------------------------|----------------------------|---------------------|
| <i>MJ & CJ Ski Shop (example)</i> | <i>\$2,000.00(example)</i> | <i>Yes(example)</i> |
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E: Certification and Signatures (student must sign & date this form)

I certify that all of the information reported on all pages of this verification worksheet is complete and accurate.

 Print Student's Name

 Date

 Student's Signature

 Date

 Spouse's Signature

 Date

Warning:

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

All sections must be completed. If not, the document will be considered incomplete!

Submit this worksheet to:

Financial Aid Office, Colorado College, 14 E. Cache La Poudre, Colorado Springs, CO 80903

If you do not have a copy of the filed tax return a **2020 IRS Tax Return Transcript** may be obtained through:

- Get Transcript by Mail – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript by Mail." Make sure to request the "Return Transcript" and **NOT** the "Account Transcript." The transcript is generally received within 10 business days from the IRS's receipt of the onlinerequest.
- Get Transcript Online – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript Online." Make sure to request the "Return Transcript" and **NOT** the "Account Transcript." To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.
- Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS's receipt of the paper request form.