

Rock Valley College

2024-2025 – Dependent Verification Form

Your 2024-2025 Free Application for Federal Student Aid (FAFSA) was selected for verification. Before awarding Federal Student Aid, we must verify the information reported on your FAFSA and compare it to the information on this worksheet and with any other required documents. If there are discrepancies, your FAFSA may need to be corrected.

Student Information

Name (Last, First, MI) _____ RVC ID _____

Active Academic Program _____

Family Size

Family Size Includes the following:

- The student
- The student's parents, even if the student is not living with them. Exclude a parent who has died or is not living in the household because of separation or divorce. Include a parent who is on active duty in the U.S. Armed Forces apart from the family.
- The student's siblings if the following are true:
 - They live with the student's parents (or apart because of college enrollment);
 - They receive more than half of their support from the student's parents, and
 - They will continue to receive more than half their support from the student's parents during the award year.
- Other persons if the following are true:
 - They live with the student's parents;
 - They will receive more than half of their support from the student's parents; and
 - They will continue to receive more than half their support from the student's parents during the award year.

The provided criteria for "dependent children" or "other persons" align with the requirement that family size lines up with whom the parent could claim as a dependent on a U.S. tax return based on if the student were to file a U.S. tax return at the time of completing the 2024-2025 FAFSA. As a result, the parent should not include any unborn children in the family size.

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

Full Name	Age	Relationship
		Self

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Student Tax Forms and Income Information

Mark only one box below.

- ☐ I have filed my 2022 taxes.
- Provide a copy of your 2022 IRS Tax Return Transcript unless you provided consent on the FAFSA to transfer your 2022 Federal Tax Return Information
- ☐ I did not earn any income in 2022. I did not and was not required to file a 2022 tax return
- ☐ I did earn income from work in 2022. I did not and was not required to file a 2022 tax return.
- Provide a copy of your 2022 W-2 form(s) and 1099 Misc. form. Complete the Earned Wages Section below.

Parent Tax Forms and Income Information

Mark only one box below.

- ☐ I have filed my 2022 taxes.
- Provide a copy of your and your spouse's (if you are married) 2022 IRS Tax Return Transcript unless you provided consent on the FAFSA to transfer your 2022 Federal Tax Return Information
- ☐ I did not earn any income in 2022. I did not and was not required to file a 2022 tax return.
- Provide a copy of your and your spouse's (if you are married) IRS Verification of Non-filing Letter form
- ☐ I did earn income from work in 2022. I did not and was not required to file a 2022 tax return.
- Provide a copy of your and your spouse's (if you are married) IRS Verification of Non-filing Letter form. Include your and your spouse's (if you are married) 2022 W-2 form(s) and 1099 Misc. form. Complete the Earned Wages Section below.

Complete only if you earned income but did not file in 2022. List every employer below even if the employer did not issue an IRS W-2 form. If more space is needed attach a separate page with the student name and ID at the top.

Student's Employer Name	Student Earned Wages
Parent 1 Employer Name	Parent 1 Earned Wages
Parent 2 Employer Name	Parent 2 Earned Wages

Student ID: _____

Priority Deadline Date: MM/DD/YYYY

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Obtaining a Tax Transcript or Verification of Non-Filing Letter

Get Transcript Online – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript Online." Request the "Return Transcript" or the "Verification for Non-filing Letter." 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) a financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The document displays online upon successful completion of the IRS's two-step authentication.

Get Transcript by Mail – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript by Mail." Request the "Return Transcript" or the "Verification of Non-filing Letter." The transcript or letter is generally received within 10 business days from the IRS's receipt of the online request.

Automated Telephone Request – 1-800-908-9946

Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T.

Individuals granted a filing extension by the IRS

An individual who is required to file a 2022 IRS income tax return and has been granted a filing extension by the IRS beyond the automatic six-month extension for tax year 2022, must provide:

- A signed statement listing the sources of any 2022 income and the amount of income from each source;
- A copy of the IRS's approval of an extension beyond the automatic six-month extension for tax year 2022;
- A copy of IRS Form W-2 for each source of employment income received or an equivalent document for tax year 2022; and
- If self-employed, a signed statement certifying the amount of the individual's Adjusted Gross Income (AGI) and the U.S. income tax paid for tax year 2022.

Individuals who filed an Amended IRS Income Tax Return

An individual who filed an amended IRS income tax return for tax year 2022 must provide a signed copy of the 2022 IRS Form 1040X, "Amended U.S. Individual Income Tax Return," that was filed with the IRS or documentation from the IRS that include the change(s) made by the IRS, in addition to one of the following:

- Updated income and tax information from the IRS on an ISIR record with all tax information from the original tax return;
- A 2022 IRS Tax Return Transcript (that will only include information from the original tax return and does not have to be signed), or any other IRS tax transcript(s) that includes all of the income and tax information required to be verified; or
- A signed copy of the 2022 IRS Form 1040 and the applicable schedules that were filed with the IRS.

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Individuals Who Were Victims of IRS Tax-Related Identity Theft

An individual who was the victim of IRS tax-related identity theft must provide:

- A Tax Return Database View (TRDBV) transcript obtained from the IRS or, if unable to obtain a TRDBV, an equivalent document provided by the IRS or a copy of the signed 2022 income tax return and applicable schedules the individual filed with the IRS; and
- A statement signed and dated by the tax filer indicating that he or she was a victim of IRS tax-related identity theft and that the IRS is aware of the tax-related identity theft.

Individuals Who Filed Non-IRS Income Tax Returns

A tax filer who filed an income tax return with a tax authority other than the IRS may provide a signed copy of his or her income tax return that was filed with the relevant tax authority. However, if we question the accuracy of the information on the signed copy of the income tax return, the tax filer must provide us with a copy of the tax account information issued by the relevant tax authority before verification can be completed

Certification and Signatures:

Certification Statement: Your signature on this document confirms your acknowledgment of the following:

- The information submitted for review is true and correct to the best of my knowledge.
- Providing false information on either my FAFSA or 2022 tax information may result in reduced eligibility, repayment of aid, or both.
- If there is conflicting information, additional documentation may be required upon request.
- I understand if any differences arise between my FAFSA and my 2022 federal tax information that the office of Financial Aid will be required to correct my information, which may result in a change to my financial aid.
- If any paperwork is incomplete, I understand this will delay the processing of my verification.
- I understand that I need to have payment arrangements in place if this form and all required documentation requested is submitted after the priority deadline date.

Student Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____

Student ID: _____

Priority Deadline Date: MM/DD/YYYY