

2023-2024 INDEPENDENT VERIFICATION WORKSHEET

Your 2023-2024 FAFSA (Free Application for Federal Student Aid) was selected for review in a process called verification. Before awarding Federal Student Aid, you must confirm the information you and your spouse, (if applicable) reported on the FAFSA. Please complete and sign this worksheet. You may be asked for additional information, which should be promptly submitted to avoid a delay in processing your financial aid.

STEP 1- STUDENT INFORMATION

<i>Last Name</i>	<i>First Name</i>	<i>Student Identification Number</i>
<i>Permanent Address - Street</i>	<i>City/State Zip</i>	<i>Date of Birth</i>
<i>Local Phone Number (include Area Code)</i>	<i>Permanent Phone Number (include Area Code)</i>	

STEP 2- FAMILY INFORMATION

Our records show you completed the FAFSA as an **Independent Student**. Please complete the section below and include:

- Yourself; and your spouse if married.
- Your children, if you will provide more than half of their support from July 1, 2023 through June 30, 2024. Include children who meet this standard, 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 their 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 program that leads to a college degree or certificate between July 1, 2023 and June 30, 2024.

Full Name	Age	Relationship	Name of College/University	Will be enrolled at least half-time
		Self	Johnson C. Smith University	

Attach a separate sheet if not enough space

INSTRUCTIONS FOR OBTAINING REQUIRED INCOME TAX INFORMATION

A **2021 IRS Tax Return Transcript** may be obtained through:

- 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.
- 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 online request.
- 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.

A **2021 IRS Verification of Non-Filing** may be obtained through:

- Get Transcript Online – Go to www.irs.gov, choose "Get Your Tax Record." Select "Get Transcript Online." Request the "IRS Verification of Non-Filing". To use this tool, the following is required 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).
- Get Transcript by Mail – Go to www.irs.gov, chose "Get Your Tax Record." Select "Get Transcript by Mail." Request the "IRS Verification of Non-Filing." The transcript is generally received within 10 business days from the IRS's receipt of the online request.
- Automated Telephone Request – Call 1-800-908-9946. Request the "IRS Verification of Non-Filing." Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.