

# 2023-2024 | FINANCIAL AID

## VERIFICATION WORKSHEET

Your application was selected for review in a process called Verification. In this process, RCTC will be comparing information from your application with the information you and your parents (or spouse, if married) reported to the Internal Revenue Service (IRS) on 2021 Federal tax returns, W-2 form(s) and other financial documents. The law states we are required to review this information before awarding Federal Aid (CFR Title 34, Part 668).

If there are differences between your FAFSA information and the amounts listed on this form, RCTC will send corrections to your Financial Aid application for you, electronically. If the information provided on this form appears to indicate an individual (yourself, your parent or your spouse, if married) was required to file a Federal tax return, processing on your Financial Aid application will be stopped until that individual has filed the appropriate return and can provide an IRS Tax Transcript or signed copy of the Federal Tax Return to document their filing.

Please complete this Verification Worksheet and submit it to the Welcome and One Stop Center as soon as possible. In addition to this form, please pay special attention to documentation required on the reverse side. You may contact us at (507) 285-7557 if you need assistance or have questions.

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

Stinger ID: \_\_\_\_\_

### Family Information:

For **DEPENDENT STUDENTS**, family members include:

- Yourself, **even if you do not live with your parent(s)**
- Your parent(s), including stepparent
- Your parent(s) other dependent children if a) your parent(s) will provide more than half of their support from July 1, 2023, through June 30, 2024, or b) the children would be required to provide parental information when applying for Federal Student Aid
- Other people only if they now live in your parent household and your parents will provide more than half of their support from July 1, 2023, through June 30, 2024

For **INDEPENDENT STUDENTS**, family members include:

- Yourself
- Your spouse, if married
- Your children if you will provide more than half of their support from July 1, 2023, through June 30, 2024
- Other people only if they live in your household and you provide more than half of their support and will continue to do so from July 1, 2023, through June 30, 2024.

In the boxes below list all family members (as described above), including yourself. Check 'yes' if the individual listed is attending college at least half-time between July 1, 2023 and June 30, 2024 and will be enrolled in a degree program.

FULL NAME	AGE	RELATIONSHIP	Attending College during 2023-2024?	NAME OF COLLEGE ATTENDING 2023-2024
		STUDENT	<input type="checkbox"/> Yes <input type="checkbox"/> No	Rochester Community & Technical College
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	

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

Stinger ID: \_\_\_\_\_

Student 2021 Income Information		Parent(s) or spouse, if married	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Did the student file a 2021 Federal Income Tax Return?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Did the parent(s) or spouse, if married, file a 2021 Federal Income Tax Return?
If yes.....	Please mark the appropriate statement below:  <input type="checkbox"/> I used the IRS Data Retrieval tool and did not alter the data transferred to my FAFSA. (No further documentation required).  <input type="checkbox"/> I have processed a correction, using the IRS Data Retrieval Tool to transfer my tax information onto my FAFSA. I did not alter the data transferred to my FAFSA. (No further documentation is required).  <input type="checkbox"/> I have obtained a 2021 Tax Return Transcript from the IRS and attached it to this worksheet.  <input type="checkbox"/> I have attached a <b>SIGNED</b> copy of my 2021 Federal Income Tax Return and Schedules 1-3, if applicable	If yes...	Please mark the appropriate statement below:  <input type="checkbox"/> I/we used the IRS Data Retrieval tool and did not alter the data transferred to the FAFSA (No further documentation required).  <input type="checkbox"/> I/we have processed a correction, using the IRS Data Retrieval Tool to transfer tax information onto my student's FAFSA. I/we did not alter the data transferred to my student's FAFSA. (No further documentation required).  <input type="checkbox"/> I/we have obtained a 2021 IRS Tax Return Transcript from the IRS and have attached it to this worksheet.  <input type="checkbox"/> I have attached a <b>SIGNED</b> copy of my/our 2021 Federal Tax Return and Schedules 1-3, if applicable
If no.....	<input type="checkbox"/> I certify that I am NOT REQUIRED to file a U.S. Federal Income Tax return for 2021. You will need to submit RCTC's "Non-Tax Filer Certification Form" along with a Certification of Non-Filing from the IRS and copies of all W-2's from 2021. This Non-Tax Filer Certification Form can be found on the RCTC Financial Aid website under the Forms and Documents link.	If no...	<input type="checkbox"/> I certify that I am NOT REQUIRED to file a U.S. Federal Tax Return for 2021. You will need to submit RCTC's "Non-Tax Filer Certification Form" along with a Certification of Non-Filing from the IRS and copies of all W-2's from 2021. The Non-Tax Filer Certification Form can be found on the RCTC Financial Aid website under the Forms and Documents link.

By signing this worksheet, I/we certify that all information reported to qualify for Federal Student Aid is complete and correct.

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

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse, if married

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent (If parent information was required on FAFSA)

\_\_\_\_\_  
Date

Mail this completed and signed form to:  
 RCTC Welcome and One Stop Center  
 851 30<sup>th</sup> Avenue SE  
 Rochester, MN 55904