



Priority Dates: Fall—June 1 | Spring – December 1 | Summer – May 1 ALL FORMS MUST BE COMPLETED IN BLACK INK OR TYPED. ALL INITIALS AND SIGNATURES MUST BE IN INK.

Form with fields: LAST NAME, FIRST, STUDENT ID #, DATE OF BIRTH, STREET ADDRESS, PHONE, CITY, STATE, ZIP, and checkboxes for BLUE RIVER, LONGVIEW, MAPLE WOODS, ONLINE, PENN VALLEY.

Federal Regulations & Guidelines

Your 2024–2025 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. Metropolitan Community College (MCC) is required by Federal Regulations (34 CFR. § 668.54) to compare the information reported on your FAFSA, the information on this worksheet, and required supplemental documentation.

Family Size Information

Indicate your dependency status as determined by the FAFSA and complete the Family Size table below. Please note: The Family Size (formerly Household size) definition of who to be included has changed.

Two boxes for 'Dependent Student' and 'Independent Student' with instructions on how to list individuals in the table below.

Table with 4 columns: Household Member's Full Name, Age, Relationship to student, and Attending any MCC campus/online between July 1, 2024, to June 30, 2025 (Yes or No).

Income Information for 2022 Calendar Year (January 1, 2022 through December 31, 2022)

Student Income (and Spouse, if applicable)			Parent(s)' Income (If student is dependent)																										
X	Mark only the applicable box(es) below		X	Mark only the applicable box(es) below																									
	<p>Student Tax filers – Check this box if you (and/or your spouse) have/will file a 2022 tax return with the IRS. Indicate below how that information is/will be provided. If the student and spouse filed separate returns, both must submit 2022 signed tax returns or transcripts.</p> <p>Student X-----Mark applicable box(es)-----X Spouse</p> <table border="1"> <tr> <td></td> <td>Used FA-DDX</td> <td></td> </tr> <tr> <td></td> <td>Tax Return Transcript (See page 5)</td> <td></td> </tr> <tr> <td></td> <td>Signed Tax Return (with Schedules 1, 8863, and C, if applicable)</td> <td></td> </tr> </table>			Used FA-DDX			Tax Return Transcript (See page 5)			Signed Tax Return (with Schedules 1, 8863, and C, if applicable)			<p>Parent Tax filers – Check this box if parent(s) have/will file a 2022 tax return(s) with the IRS. Indicate below how that information is/will be provided. If the parents filed separate returns, both parents must submit 2022 signed tax returns or transcripts.</p> <p>Parent 1 X-----Mark applicable box(es)----- X Parent 2</p> <table border="1"> <tr> <td></td> <td>Used FA-DDX</td> <td></td> </tr> <tr> <td></td> <td>Tax Return Transcript (See page 5)</td> <td></td> </tr> <tr> <td></td> <td>Signed Tax Return (with Schedules 1, 8863, and C, if applicable)</td> <td></td> </tr> </table>			Used FA-DDX			Tax Return Transcript (See page 5)			Signed Tax Return (with Schedules 1, 8863, and C, if applicable)							
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	<p>Student – Employed but did not file. Check this box, submit 2022 W-2 form(s), fill out the chart below, and sign page 5. If you are an Independent student and would have filed a tax return with a foreign tax authority, you must also submit a verification of non-filing letter. See page 5. <i>By checking this box, I (student) certify that I was employed in 2022 but did not file, will not file, and am not</i></p> <table border="1"> <tr> <td>Employer Name:</td> <td>Total 2022 Earnings:</td> <td>W-2 Provided? If not, why?</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>		Employer Name:	Total 2022 Earnings:	W-2 Provided? If not, why?											<p>Parent 1 – Employed but did not file. Check this box, submit 2022 W-2 form(s), fill out the chart below, and sign page 5. If Parent 1 would have filed a tax return with a foreign tax authority, you must also submit a verification of non-filing letter. See page 5. <i>By checking this box, I (Parent 1) certify that I was employed in 2022 but did not file, will not file, and am not required to file a 2022 income tax return with the IRS.</i></p> <table border="1"> <tr> <td>Employer Name:</td> <td>Total 2022 Earnings:</td> <td>W-2 Provided? If not, why?</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>		Employer Name:	Total 2022 Earnings:	W-2 Provided? If not, why?									
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	<p>Student - Not employed – Did not file. Check this box, sign page 5. <i>By checking this box, I (student) certify that I was not employed in 2022 had no income earned from work, did not file, will not file, and am not required to file a 2022 income tax return with the IRS.</i></p>			<p>Parent 1 – Not employed – Did not file. Check this box, sign page 5. <i>By checking this box, I (Parent 1), certify that I was not employed in 2022 had no income earned from work, did not file, will not file, and am not required to file a 2022 income tax return with the IRS.</i></p>																									
	<p>Spouse - Employed but did not file. Check this box, submit 2022 W-2 form(s), fill out the chart below, and sign page 5. If spouse would have filed a tax return with a foreign tax authority, they must also submit a verification of non-filing letter. See page 5. <i>By checking this box, I (spouse) certify that I was employed in 2022 but did not file, will not file, and am not required to file a 2022 income tax return with the IRS.</i></p> <table border="1"> <tr> <td>Employer Name:</td> <td>Total 2022 Earnings:</td> <td>W-2 Provided? If not, why?</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>		Employer Name:	Total 2022 Earnings:	W-2 Provided? If not, why?											<p>Parent 2 – Employed but did not file. Check this box, submit 2022 W-2 form(s), fill out the chart below, and sign page 5. If Parent 2 would have filed a tax return with a foreign tax authority, you must also submit a verification of non-filing letter. See page 5. <i>By checking this box, I (Parent 2) certify that I was employed in 2022 but did not file, will not file, and am not required to file a 2022 income tax return with the IRS.</i></p> <table border="1"> <tr> <td>Employer Name:</td> <td>Total 2022 Earnings:</td> <td>W-2 Provided? If not, why?</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>		Employer Name:	Total 2022 Earnings:	W-2 Provided? If not, why?									
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Student Name: _____

Student ID #: _____

Identity and Statement of Educational Purpose (To Be Signed at the Institution)

The student must appear in person at Metropolitan Community College to
(Name of Postsecondary Educational Institution)

verify his or her identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose provided below.

Statement of Educational Purpose

I certify that I _____ am the individual signing
(Print Student's Name)

this Statement of Educational Purpose and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Metropolitan Community College for 2024–2025.
(Name of Postsecondary Educational Institution)

(Student's Signature) (Date) (Student's ID Number)

(MCC Representative Signature) (Date)

Student Name: _____

Student ID #: _____

Verificación de Identidad y Declaración de Propósito Educativo
(Para ser firmadas en la institución)

El estudiante debe comparecer en persona en Metropolitan Community College para
(Nombre de la institución educativa postsecundaria)

verificar su identidad mediante la presentación de una identificación con fotografía (ID) válida emitida por el gobierno que no haya expirado, como una licencia de conducir, otro tipo de identificación emitida por el estado o pasaporte, entre otros. La institución conservará una copia de la identificación con fotografía del estudiante en la cual se anotará la fecha en la que se recibió y revisó, y el nombre del funcionario de la institución autorizado a recibir y revisar las identificaciones de los estudiantes. Además, el estudiante debe firmar, en presencia del funcionario de la institución, la Declaración de Propósito Educativo proporcionada a continuación.

Declaración de Propósito Educativo

Certifico que yo, _____, soy el individuo que firma esta
[Imprimir nombre del estudiante]

Declaración de Propósito Educativo, y que la ayuda financiera federal estudiantil

que yo pueda recibir sólo será utilizada para fines educativos y para pagar el

costo de asistir a Metropolitan Community College para 2024–2025.

[Imprimir nombre de institución educativa postsecundaria]

[Firma del estudiante]

[Fecha]

[Número de identificación del estudiante]

Certification and Signatures

By signing below, I certify that the information provided on this worksheet and the required attached documentation is true, complete, and correct to the best of my knowledge. I understand that if I purposely provide false or misleading information I may be fined, sent to prison, or both. The student and one parent whose information was reported on the FAFSA (if dependent) must sign and date.

Student and Spouse (if applicable)

Print Student's Name

Student ID

Student's Signature (required)

Date

Spouse's Signature (required if non-filer)

Date

Parent(s), required if Dependent

Parent 1 Signature

Date

Parent 2 Signature (required if non-filer)

Date

Detailed Instructions and Explanations: 2024/25 FAFSA Verification Worksheet

If eligible, the best way to verify income is through the FUTURE Act Direct Data Exchange (FA-DDX) when you complete your FAFSA online. In most cases, no further documentation is needed to verify 2022 income information that was transferred into the student's FAFSA using the FA-DDX if that information was not changed by the FAFSA filer. These instructions apply to each parent included in the household (if dependent) and to the student and spouse (if married). Notify the financial aid office if the student and spouse or the student's parent(s) had a change in marital status after December 31, 2022.

If you/your spouse and/or your parents used the FA-DDX when you completed your FAFSA online, MCC should have your tax return data. If you cannot use the FA-DDX, the student may provide to the institution a 2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return (form 1040) with Schedules 1, 2, 3, and C, if applicable.

A 2022 IRS Tax Return Transcript may be obtained through:

1. **Get Transcript by MAIL** – Go to www.irs.gov, click "Get your tax record." Click "Get transcript by mail." Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript."
 - The transcript is generally received within 10 business days from the IRS's receipt of the online request.
2. **Get Transcript ONLINE** – Go to www.irs.gov, click "Get your tax record." Click "Get transcript online." Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript."
 - To use the Get Transcript Online tool, the user must have:
 - i. Access to a valid email address
 - ii. A text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and
 - iii. 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 multi-step authentication.
3. **Automated Telephone Request** – 1-800-908-9946.
 - The transcript is generally received within 10 business days from the IRS's receipt of the telephone request.
4. **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.

Verification of non-filing letter:

A verification of non-filing letter is required if you are a nontax filer who would file a tax return with a foreign tax authority (other than the IRS) if you were to file one. Dependent students are not required to submit this document.