2025–2026 Verification Worksheets
Independent Student

Your 2025–2026 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information the financial aid administrator at your school 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 to be corrected. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

Independent Student's Information (V 1,4,5)

Student's Last Name Student's First Name Student's M.I. _____ Student's Social Security Number _____

Student's Street Address (include apt. no.) _____ Student's Date of Birth _____

City Zip Code _____ Student's Email Address _____

Student's Home Phone Number (include area code) _____ Student's Alternate or Cell Phone Number _____

Independent Student's Family Information (V 1,5)

List below the people in your household. Include:

- Yourself.
- Your spouse, if you are married.
- Your children, if any, if you will provide more than half of their support from July 1, 2025 through June 30, 2026, or if the child would be required to provide your information if they were completing a FAFSA for 2025–2026. Include children who meet either of these standards, 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 of their support through June 30, 2026.

Include the name of the college for any household member who will be enrolled at least half time, in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2025, and June 30, 2026. *If more space is needed, attach a separate page with your name and Social Security Number at the top.*

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
Marty Jones(example)	*28*	*Wife*	*Central University*	*Yes*
		Self		

Name_____ SSN_____

Verification of 2023 Income Information for Student Tax Filers

Important Note: The instructions below apply to the student and spouse (if the student is married). Notify the financial aid office if the student or spouse filed separate IRS income tax returns for 2023 or had a change in marital status after December 31, 2023.

Instructions: Complete this section if the student and spouse filed or will file a 2023 IRS income tax return(s). As part of federal student aid eligibility, students, and spouses (as appropriate), will be required to consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective. In other words, if the student and spouse filed separate 2023 IRS income tax returns, both must provide consent and approval to share and import income and tax information from the IRS. In most cases, no further documentation is needed to verify 2023 income information that was transferred into the student's FAFSA using income and tax information directly from the IRS.

If 2023 income tax return information for the student (or spouse, if applicable) was not available or could not be used, the student should provide the institution with a **2023 IRS Tax Return Transcript(s) or a signed copy of the 2023 income tax return and applicable schedules.**

A 2023 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 online request.

• 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 "AccountTranscript." 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

Individuals Granted a Filing Extension by the IRS

An individual who is required to file a 2023 IRS income tax return and has been granted a filing extension by the IRS beyond the automatic six-month extension for tax year 2023, must provide:

▪ A signed statement listing the sources of any 2023 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 2023;

▪ A copy of IRS Form W–2 for each source of employment income received or an equivalent document for tax year 2023; 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 2023.

Individuals Who Filed an Amended IRS Income Tax Return

An individual who filed an amended IRS income tax return for tax year 2023 must provide a signed copy of the 2023 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 2023 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 2023 IRS Form 1040 and the applicable schedules that were filed with the IRS.

Name_____ SSN_____

Verification of 2023 Income Information for Student Non-tax Filers

The instructions and certifications below apply to the student and spouse (if the student is married. Complete this section if the student and spouse will not file and are not required to file a 2023 income tax return with the IRS.

Check the boxes that apply:

☐ • The student and spouse were not employed and had no income earned from work in 2023.

☐ • The student and/or spouse were employed in 2023 and have listed below the names of all employers, the amount earned from each employer in 2023, and whether an IRS W-2 form or an equivalent document is provided. [Provide copies of all 2023 IRS W-2 forms issued to the student and spouse by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

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

Employer's Name	IRS W-2 or an Equivalent Document Provided?	Annual Amount Earned in 2023
(Example) ABC's Auto Body Shop	**Yes**	**$4,500**
	Total Amount of Income Earned From Work	**$**

Provide a signed and dated statement certifying that the individual has not filed and is not required to file a 2023 income tax return, as well as the sources of 2023 income earned from work and the
amount of income from each source.

_____ Check here if non-filing statement is signed and dated.

_____ Check here if non-filing statement will be provided later.

Name_____ SSN_____

Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. The student must sign this worksheet. If married, the spouse's signature is optional.

_____ _____

Student's Signature Date

_____ _____

Spouse's Signature Date

Do not mail this worksheet to the U.S. Department of Education.
Submit this worksheet to the financial aid administrator at your school.

The Christ College of Nursing & Health Sciences, Office of Financial Aid,
2139 Auburn Ave, Cincinnati, OH 45219
Phone: 513-585-2403 Fax: 513-585-4001

You should make a copy of this worksheet for your records.