



2024-2025 Independent Verification Worksheet

Your <u>2024-2025</u> Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law requires that we, as financial aid administrators, must complete verification before awarding Federal Student Aid. CFK must compare the information on your FAFSA to either the <u>2022 IRS Tax Return</u> <u>Transcripts OR the SIGNED copy of the 2022 tax return and all schedules</u> and/or with W-2 forms and/or other financial aid documents. If there are differences between your application information and your financial documents, your FAFSA may be corrected. Also, we may request additional information. You and your spouse must sign and complete the worksheet, attach any required documents, and submit to the Financial Aid Office.

BE SURE TO:

•	Complete the entire form.	Do not leave anyth	i ing blank . If not	t applicable, ent	er "N/A" or a "0".

A. <u>Student Information</u>		
Last Name	First Name	M.I.
Email Address	Phone Number	CFK Student ID

B. Student Family Information (please provide the information that best describes your situation)

List the family members in your household. Include:

- Yourself.
- Your spouse if you were married the day you filed the FAFSA.
- Your dependent children if you will provide more than half of their support from July 1, 2024 through June 30, 2025.
- 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 from July 1, 2024 through June 30, 2025.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time? (Yes/No)
Missy Jones (example)	18	Sister	Central University	Yes
		Self	The College of the Florida Keys	

	1.	TAX RETURN <u>FILERS</u> : - Important Note: If you submit your 2022 IRS tax transcript AND amen	ou filed, or will file, an <u>amenc</u> ided tax return (IRS Form 10	<u>ded</u> 20 40X).	022 IRS tax return, you r	nust
		☐ <u>I have used or will use</u> the IRS Data Retrie		eb to ı	retrieve and transfer 202	22
		☐ I am unable or choose not to use the IRS 2022 IRS tax return transcript OR a SIGNED				mit a
		Options for obtaining a 2022 IRS Tax Return T View and print immediately at: http Call 1-800-908-9946 Complete Form 4506-T and mail o 4506T	o://www.irs.gov/Individuals/G		•	n-
	2.	TAX RETURN NONFILERS : Complete this se income tax return with the IRS.	ection if you will not file and	are no	ot required to file a 202	22
		☐ I was not employed and had no income earn	ned from work in 2022.			
		☐ I was employed in 2022 and have listed beloeach employer in 2022, and I have attached employer even if they did not issue an IRS V	the required IRS W-2 form f			m
		Employer's Name	IRS W2 Provided?		2021 Annual Income Ear	
	S	andy's Auto Body Shop (example)	Yes		\$2,000.00(example	e)
					·	
					\$	
					\$	
					\$	
			Total Income Earned From W	Vork	\$	
D.	You gov pas	Confirmation of Student Identity You must appear in person at The College of the Florida Keys to verify your identity by presenting 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 with the date it was received and the name of the official at the institution authorized to collect the student's ID.				
	☐ A copy of student's driver's license		For office use only:			
	☐ A copy of the student's US Passport		-	Type of Document		
		Certificate of Naturalization	<u>-</u>			
		Other official government issued ID		D	ocument Verified By	
			-		Document Received	
			<u> </u>			

C. <u>Student's Income Information to be Verified</u> (only complete item 1 **OR** 2 based on your filing status)

E.	Statement of Educational Purpose				
	I certify that I am the individual signing 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 at				
	The College of the Florida Keys for 2024-2025.				
	I do here by acknowledge I have read the above statement and attest is true.				
	(Initial)				
F.	Certification and Signatures				
	You and your spouse whose information was provided on the FAFSA must sign and date this worksheet. Each person signing this worksheet certifies that all of the information reported on it is complete and correct.				
	Note: Electronic/typed signatures are not acceptable.				
Stu	udent Signature Date				
WAF	NING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to prison, or both.				
G.	<u>Notary</u>				
	THIS DOCUMENT MUST BE NOTARIZED UNLESS THE STUDENT COMPLETES SECTION F IN				
	THE OFFICE OF FINANCIAL AID SERVICES.				
	State of				
	City/County of				
	On this, theday of, 20, before meNotary's name				
	Notary's name				
	Personally appeared and proved to me on the basis of satisfactory evidence of Printed name of signer				
	identification to be the above named person who signed the (type of unexpired government-issued ID provided				
	forgoing instrument.				
	In witness hereof I hereupte set my hand and efficial seel				
	In witness hereof, I hereunto set my hand and official seal.				
	Notary Public				

 $\label{lem:continuous} \textit{Do not mail this worksheet to the U.S. Department of Education.}$

Submit this worksheet to the Office of Financial Aid

Document verified_____