



COLLEGE OF MOUNT SAINT VINCENT

2023-2024 Verification Work-Sheet (V1)

Your application was selected by the U.S. Department of Education for review in a process called "Verification." The Office of Financial Aid must compare your FAFSA with the information you provide on this worksheet and other financial documents. If there are differences between your application information and the documents you submit, your application may need to be corrected. **The Office of Financial Aid cannot make any federal financial aid payments available to you or process a student loan request until all verification requirements have been met and the necessary corrections have been made.**

Next Steps

1. **Complete the IRS Data retrieval through FAFSA on the web.** If you cannot use the IRS Data Retrieval Tool, you may order a **2021 Tax Return Transcript** from the Internal Revenue Service online at <https://www.irs.gov/individuals/get-transcript> for yourself, your spouse (if married), or your parents/step-parent (if dependent) or provide a **Signed Copy of 2021 Federal 1040 Tax Return Form**.
2. Complete all sections and sign this worksheet **in ink**.
3. Return all requested documents by uploading through SLATE or [Self-Service](#).

A. Student Information (Please Print)

_____		_____	
Last Name	First Name	M.I.	CMSV ID #
_____		_____	
Address (include apt. #)		Date of Birth (mm/dd/yyyy)	
_____		_____	
City	State	Zip Code	Phone # (include area code)

B. Family Information (Please Print)

Check the appropriate boxes below and provide the requested information and documents:

- Independent Students:** List the people that you (and your spouse) will support between July 1, 2023 and June 30, 2024. Include yourself, your spouse, and your dependent children. Include other people only if they now live with you and you provide more than half their support and will continue to provide more than half their support through June 30, 2024.
- Dependent Students:** List all the people in your household between July 1, 2023 and June 30, 2024. Include yourself, your parents, and your parents' other children if (a) your parents provide more than half of their support or (b) the children would be required to provide parental information when applying for Federal Student Aid. Include other people only if they now live with your parents and receive, and will continue to receive, more than half their support from them between July through June 30, 2024.

Write the names of **all** family members including **yourself**. Also write the name of the college for any family member who will be attending college at least half-time between July 1, 2023 and June 30, 2024 and will be enrolled in a degree or certificate program. If you need more space, attach a separate page. *Please note: We may require additional documentation.*

Attach additional sheets if necessary. Last Name, First Name, Middle Initial	Age	Relationship	College (If attending in 2021-22)
		Self	College of Mount Saint Vincent
		Parent 1 (If living in same household)	
		Parent 2 (If living in same household)	
		Sibling	
		Sibling or Other _____	

C. Tax Forms & Income Information (Please Print)

- Check here if you and/or your parent(s) *successfully used the IRS Data Retrieval Tool Process*.
- Check here if you are attaching your **2021 Federal IRS Tax Return Transcript** or a **Signed Copy of 2021 Federal Tax Return with the schedules**.

List below any person who did not or were not required file taxes in 2021, but had an income. A W-2 must be submitted for each source of income. Parents/independent students must also submit an *IRS Verification of Non-Filing* request at irs.gov/transcript.

Name of Non-Tax Filer in 2021	Name of Employer	Income Amount with W2

Both tax filers and non-tax filers must list any *untaxed income* received in 2021. **Be sure to enter zeroes if no funds were received.** Failure to complete this section will delay the processing of your financial aid.

Student/Spouse	FAFSA Questions 44 and/or 92	Parent(s)/ Step- Parent(s)
\$	Payments to tax-deferred pensions and savings plans [paid directly or withheld from earnings] including, but not limited to, amounts reported on W-2 Form Box 12a - 12d, codes D, E, F, G, H, and S. Don't include amounts reported in DD.	\$
\$	IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh and other qualified plans from IRS Form 1040 Schedule 1 – total of lines 28 + 32.	\$
\$	Tax exempt interest income from IRS Form 1040 – line 2a.	\$
\$	Untaxed portions of IRA distributions and pensions from IRS Form 1040 – line 4a minus line 4b. Exclude rollovers. If negative, enter a zero here.	\$

D. Certification

By signing this worksheet, I [we] certify that all the information reported on this worksheet is complete and correct. If dependent, at least one parent must sign.
Warning: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

 Student Signature Date

 Parent Signature Date