



2024-2025 Dependent V5 Aggregate Verification Worksheet

Your FAFSA application has been selected for a process called verification. Please complete all parts of this worksheet and return to the Financial Aid Office. Notice: incomplete forms may delay processing.

A. Student Information	
Student's Name: _____	LCU ID: _____

B. Household Information – List the members in your parents' household. Attach an additional sheet if necessary.
Please include: yourself, even if you don't live with your parents, your parents/step-parent (if your parent is remarried you must include your step-parent), your parents' other children (even if they do not live with your parents), siblings, and individuals who will receive more than half of their support from your parents between July 1, 2024 and June 30, 2025.

Full Name	Relationship to Student	Age	Enrolled in College at least half-time (check one)		College
			<input type="checkbox"/> Yes	<input type="checkbox"/> No	
	Self		<input type="checkbox"/> Yes	<input type="checkbox"/> No	LCU
			<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	

C. Tell us about your 2022 tax filing status –

<p>Student's Filing Status (select only one)</p> <ul style="list-style-type: none"> I filed my 2022 return and successfully used the IRS Data Retrieval Tool via the FAFSA. Tax transcript not required. I filed my 2022 return and chose not to or, I am unable to use the IRS Data Retrieval Tool. Submit your 2022 IRS Tax Return Transcript or Return. I amended my taxes after originally filing my 2022 return and will submit: <ul style="list-style-type: none"> 2022 IRS Tax Return Transcript 2022 Signed IRS 1040X form I did not and I am not required to file a federal tax return. I was not employed and earned no income from work in 2022. Submit 2022 IRS Verification of Non-filing Letter* I did not and I am not required to file a federal tax return. In 2020 I earned \$_____ from the source(s) listed below: Submit 2022 IRS Verification of Non-filing Letter* <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 30%;">Employer's Name</th> <th style="width: 20%;">2022 Earned Amount</th> <th colspan="2">IRS W-2 Attached</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> No</td> </tr> <tr> <td> </td> <td> </td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> No</td> </tr> <tr> <td> </td> <td> </td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> No</td> </tr> </tbody> </table> <p style="text-align: center; margin-top: 5px;">Attach all W-2s issued to you in 2022</p> <p><small>*IRS Verification of Non-Filing Letters can be requested by checking box 7 and 8 (if no W-2s provided) on IRS Form 4506-T. Notice: 2022 IRS Verification of Non-Filing Letters must be dated on or after October 1, 2023.</small></p>	Employer's Name	2022 Earned Amount	IRS W-2 Attached				<input type="checkbox"/> Yes	<input type="checkbox"/> No			<input type="checkbox"/> Yes	<input type="checkbox"/> No			<input type="checkbox"/> Yes	<input type="checkbox"/> No	<p>Parent(s) Filing Status (select only one)</p> <ul style="list-style-type: none"> My parent(s) filed their 2022 return and successfully used the IRS Data Retrieval Tool via the FAFSA. Tax transcript not required. My parent(s) filed their 2022 tax return and chose not to or, were not able to use the IRS Data Retrieval Tool. Submit parent's 2022 IRS Tax Return Transcript or Return. My parent(s) amended their taxes after originally filing their return and will submit: <ul style="list-style-type: none"> 2022 IRS Tax Return Transcript 2022 Signed IRS 1040X form My parent(s) did not and is/are not required to file a federal tax return. My parent(s) were not employed and earned no income from work in 2022. Submit 2022 IRS Verification of Non-filing Letter* My parent(s) did not and is/are not required to file a federal tax return. In 2022 my parent(s) earned \$_____ from the source(s) listed below: Submit 2022 IRS Verification of Non-filing Letter* <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 30%;">Employer's Name</th> <th style="width: 20%;">2022 Earned Amount</th> <th colspan="2">IRS W-2 Attached</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> No</td> </tr> <tr> <td> </td> <td> </td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> No</td> </tr> <tr> <td> </td> <td> </td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> No</td> </tr> </tbody> </table> <p style="text-align: center; margin-top: 5px;">Attach all W-2s issued to your parent(s) in 2022</p>	Employer's Name	2022 Earned Amount	IRS W-2 Attached				<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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D. Certification and Signatures – Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date. Warning! If you purposely give false or misleading information you may be fined, sentenced to jail, or both.

Student Signature: _____	Date: _____
Parent Signature: _____	Date: _____

This worksheet must be signed and dated to be valid. Electronic and/or digital signatures are not valid.



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DO NOT COMPLETE THIS SECTION IN ADVANCE

E. Student Information

Student's Name: _____ LCU ID: _____

F. Identity and Statement of Educational Purpose (To be signed at the institution)

The student *must appear in person* at **LCU** to 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.

G. Identity and Statement of Educational Purpose (To be signed in the presence of a notary)

If the student is *unable to appear in person* at **LCU** to verify his or her identity, the student must provide to the institution:

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; **and**
- (b) The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a *separate page* than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

H. 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 **LCU for 2024-2025**

(Student's Signature)

If completed in person FAA signature:

(Date)

(Student's ID Number)

(Date)

I. Notary's Certificate of Acknowledgement

State of _____ City/Parish of _____

On _____, before me, _____, personally appeared,

(Date)

(Notary's name)

_____, and provided to me on the basis of satisfactory

(Printed name of signer)

evidence of identification _____ to be the above-named person who signed the foregoing instrument.

(Type of unexpired government-issued photo ID provided)

WITNESS my hand and official seal

(Seal)

(Notary Signature)

My commission expires on _____



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J. High School Completion Status

High School Graduate/Equivalency – Check the box of the document you will attach to this worksheet:

- The original high school diploma or official high school transcript which includes the graduation date
- The student’s original General Education Development (GED) certificate, an official GED transcript that indicates the student passed the exam, or an original state-authorized high school equivalent certificate.
- Students who completed secondary education in a foreign country, a copy of the “secondary school leaving certificate” or other similar document*
- Official academic transcript of a completed two-year program acceptable for full credit toward a bachelor’s degree
- For a student who was homeschooled in a State where State law does not require the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a transcript, or the equivalent, signed by the student’s parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting.

Non High School Graduate:

- I **do not** meet any of the statements above. Students who do not have a high school diploma or its equivalent and are beyond the age of compulsory education are **not eligible** to receive financial aid *unless* they meet certain eligibility criteria regarding prior college enrollment and may be considered under former Ability-to-Benefit (ATB) regulations. The Financial Aid Office will determine if you meet these requirements.

Did you attend college classes *prior to* July 1, 2015?

YES NO

College Name*: _____ Major/Program of Study: _____

**If you did not attend FRC, you must attach official college transcript(s).*

Did you officially register for college *prior to* July 1, 2015?

YES NO

College Name: _____ Major/Program of Study: _____

Are you currently enrolled in an eligible career pathway?

YES NO

K. Certification and Signatures – Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date. Warning! If you purposely give false or misleading information you may be fined, sentenced to jail, or both.

Student Signature: _____ Date _____

This worksheet must be signed and dated to be valid. Electronic and/or digital signatures are not valid.

For Office Use Only

Identity and Statement of Educational Purpose:

Copy of original unexpired valid government-issued photo identification (ID) presented to institutional official (financial aid staff)

Identification Type:

Institutional Official Name:

Institutional Official Signature:

Date:

High School Completion Status:

Acceptable documentation in file

Type of documentation:

Approved

Denied

Comment(s):

Processed/Reviewed By:

Date:

Verification of 2022 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 2022 or had a change in marital status after December 31, 2022.

Instructions: Complete this section if the student and spouse filed or will file a 2022 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 2022 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 2022 income information that was transferred into the student's FAFSA using income and tax information directly from the IRS.

If 2022 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 **2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return and applicable schedules.**

A **2022 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 "Account Transcript." 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.

How to request an IRS verification of non-filing letter for 2022

Go to the IRS website at www.irs.gov and click on search forms & instructions. On this page click to select Form 4506-T and follow the instructions on the form. IRS Verification of non-filing letters can be requested by checking box 7 and 8 (if no W-2s can be provided) on IRS Form 4506-T. **NOTICE:** 2022 IRS verification of non-filing letters **must** be dated on or after October 1, 2023.

Verification of 2022 Income Information for Parent Tax Filers

Important Note: The instructions below apply to each parent included in the household. Notify the financial aid office if the parents filed separate IRS income tax returns for 2022 or had a change in marital status after December 31, 2022.

Instructions: Complete this section if the parents filed or will file a 2022 IRS income tax return(s). As part of federal student aid eligibility, parents 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 parents filed separate 2022 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 2022 income information that was transferred into the student's FAFSA using income and tax information directly from the IRS.

If 2022 income tax return information for the parents was not available or could not be used, the parents should provide the institution with a **2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return and applicable schedules.**

A **2022 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.
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- 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.

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