

Verification Worksheet

Federal Student Aid Programs

Your application is selected for a review called "Verification." In this process, WVC will be comparing information from your application with your (and your spouse's if applicable) 2022 Federal tax information, W-2 forms, or other financial documents. Federal regulations give our office the right to request this information before awarding financial aid. If there are differences between your application information and your financial documents, WVC will make corrections electronically to have your information reprocessed. To avoid delays in processing your financial aid, please return verification items as soon as possible.

Wenatchee Valley College must review the requested information, under the financial aid program rules (CFR Title 34, Part 668).

**WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.**

A. DEPENDENT STUDENT INFORMATION

Student Last Name	Student First Name	Middle Name	Student ID number
Street Address (include apt. no.)			Student Date of Birth
City	State	Zip Code	Student Phone Number
Email Address			Alternate/Cell Number

Use this checklist to ensure you complete all steps – INCOMPLETE FORMS CANNOT BE PROCESSED:

- Complete this worksheet. **ALL SECTIONS MUST BE COMPLETED.** Enter a zero for amount if a field does not pertain to you. Read instructions carefully and follow all directions. *If you have questions, contact our office for assistance.*
- STUDENT MUST SIGN THE WORKSHEET.**
- Attach all required documentation. Forms missing required documentation will be considered incomplete.**
- Submit worksheet, plus any required documentation, to the financial aid office at Wenatchee Valley College.  
➔ Please note that we may request other documents to verify additional information as we deem necessary. ⬅

B. STUDENT DEPENDENT FAMILY INFORMATION

List current household members as directed below. If any household member will be attending college at least half time, enrolled in a degree or certificate program, include the name of the college. If you need more space, attach a separate page.

**\*\*If you have any questions about who to include in your parents' household, contact the financial aid office.\*\***

Include the following in your parent or parents' household:

- Yourself (list yourself first, on the line designated "STUDENT")
- Your spouse (if married, and not separated)
- Your children (under age 24), if you will provide more than half of their support from July 1, 2024 through June 30, 2025.

Include other people in your household **ONLY IF:**

- They are currently living 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.  
**Documentation of support may be required.**

\*\*\*Please be consistent with reference to Parent #1 and Parent #2 throughout this form.\*\*\*

Full Name	Age	Relationship	College
(example) Martha Jones	24	Mother	City University
		STUDENT	Wenatchee Valley College

For	<input type="checkbox"/> V1 <input type="checkbox"/> V4 <input type="checkbox"/> V5 <input type="checkbox"/> 0B <input type="checkbox"/> 5# <input type="checkbox"/> 5\$
Office	TR/EFC ____/____ <input type="checkbox"/> OK or
Use	<input type="checkbox"/> Corrected to ____/____
Only:	Initials: ____ Date: ____

**C. Independent Student's Income Information to Be Verified** (Check the box that applies.)

- The student has consented to use the Direct Exchange (DDX) on the FAFSA to retrieve and transfer 2022 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA.
- The student will provide the institution with a 2022 IRS Tax Return Transcript or a signed copy of the 2022 income tax return and applicable schedules.
- The student was not employed and had no income earned from work in 2022 OR the student was employed but was not required to file a 2022 federal tax return

**D. Spouse Income Information to Be Verified** (check the box that applies.)

- The student's spouse has consented to use the Direct Data Exchange (DDX) on the FAFSA to retrieve and transfer 2022 IRS income information into the student's FAFSA, on either the initial FAFSA or when making correction to the FAFSA.
- The student's spouse will provide the institution with the 2022 IRS Tax return Transcript or a signed copy of the 2022 income tax return and applicable schedules.
- The student's spouse was not employed and had no income earned from work in 2022 OR the student's spouse was employed but was not required to file a 2022 federal tax return.

**E. Tax Return Non-Filers- complete this section if the student and/or spouse indicated above they will not file and are not required to file a 2022 income tax return with the IRS.**

List every employer and attach W2s.

Employer's name	2022 Amount Earned	IRS W-2 Attached?
Raymond's Creamery (example)	\$2532.00 (example)	Yes (example)

**F. 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.

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\_\_\_\_\_  
**Student's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Spouse's Signature**

\_\_\_\_\_  
**Date**