

2024-2025 Verification Worksheet – Independent Student

Your 2024-2025 Free Application for Federal Student Aid (FAFSA) was selected for review in process called verification. The law says that before disbursing Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a spouse, if married, whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to the financial aid office. We may ask for additional information, if necessary, for clarification. If you have questions about verification, contact the financial aid office as soon as possible so that your financial aid will not be

A. Independent Student’s Information – Please fill in with the student’s information.

Student’s Last Name	First Name	M.I.	Student’s ID Number
Permanent Street Address (include apt. no.)			Student’s Date of Birth
City	State	Zip Code	Student’s Email Address
Student’s Home Phone Number (include area code)			Student’s Alternate or Cell Phone Number

B. Independent Student’s Family Information – List 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, 2024 through June 30, 2025, or if the child would be required to provide your information if they were completing a FAFSA for 2024-2025. 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 from July 1, 2024 through June 30, 2025.

Also, write in the name of the college for any noted above, who will be attending college **at least half- time** between July 1, 2024 and June 30, 2025, and will be enrolled in a degree, diploma, or certificate program.

Full Name	Age	Relationship	University/College	Will be Enrolled at Least Half Time?
		<i>Self</i>	<i>SCU</i>	<i>Yes</i>

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

C. Student Income Information to Be Verified - check the box that applies:

- The student and/or spouse used the IRS Data Retrieval when completing/updating the 2024-25 FAFSA. ****If the student and/or spouse filed separate 2022 IRS income tax returns, the IRS DRT cannot be used and the 2022 Federal 1040 Tax Return(s) – SIGNED with all Schedules, must be provided for each.**
- The student and/or spouse's **2022 Federal 1040 Tax Return(s) – SIGNED with all Schedules**, are attached. An IRS Tax Return Transcript (TRT) may be requested by the school in place of the signed tax return copies.
- The student and/or spouse were not required to file 2022 Federal Tax Returns. If you did not file a tax return, but had earnings from work, please list each employer even if you did not receive an IRS W-2 form. An IRS **Verification of Non-filing Letter** must be obtained from the IRS and submitted to the Office of Financial Aid.

Employer's Name	Annual Amount Earned in 2022	IRS W-2 provided (if received must be submitted)

D. High School Completion Status

Provide **one of the following documents** that indicate the student's high school completion status.

- A copy of the student's high school diploma; Continue to section E.
- A copy of the student's final official high school transcript that shows the date when the diploma was awarded; Continue to section E.
- A copy of the student's General Educational Development (GED) Certificate or other state-authorized examination that the State recognizes as the equivalent of a high school diploma. Continue to section E.
- For students who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or another similar document.
- The student's academic transcript listing successful completion in at least a two-year program that is acceptable for full credit towards a bachelor's degree; Continue to section E.
- Home School – the student's transcript or equivalent, signed by the parent or guardian, that lists the secondary school courses completed by the applicant and documents the successful completion of a secondary school; Continue to section E.
Home School – a secondary school completion credential for home school (other than a high school diploma or its recognized equivalent) provided for under State law; Continue to section E.

E: Identity/Statement of Educational Purpose

The student must meet with a Financial Aid Counselor IN PERSON and present the following documentation to verify the applicant's identity. Below are the items needed during the meeting:

A valid government-issued photo identification, such as, but not limited to, a driver's license, other state-issued ID, or passport. SCU will maintain a copy of the photo ID that is annotated with the date it was received and reviewed and the name of the financial aid officer authorized to collect the student's ID. A signed statement (below) certifying that the Federal student financial assistance received will only be used for educational purposes to pay the cost of attending SCU for the 2024-2025 award year.

I certify that I (print name) _____ 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 SCU for 2024-2025.

If the student is unable to appear in person at SCU to verify his/her identity, the student must provide:

- A copy of the valid government-issued photo 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
- The original Statement of Educational Purpose, which is provided above, 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.

F: Certification and Signatures By signing this worksheet, I/we certify that all the information reported on this worksheet to qualify for Federal student aid is complete and correct.

WARNING: This process is deemed required by the Federal Government. If you purposely give false information, you may be fined, be sentenced to jail, or both. Student

A **2022 Verification of Non-Filing** may be obtained through:

- Paper Request Form – **IRS Form 4506-T** (<https://www.irs.gov/pub/irs-pdf/f4506t.pdf>)

Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student and spouse whose information was reported on the FAFSA must sign and date.

Student’s Signature

Date

Spouse’s Signature

Date