

## 2023-2024 Verification Worksheet

Your 2023–2024 Free Application for Federal Student Aid (FAFSA) was selected for verification. Before awarding Federal Student Aid, we must verify the information reported on your FAFSA and compare it to the information on this worksheet and with any other required documents. If there are discrepancies, your FAFSA information may need to be corrected. **For all IRS documents, go to [www.irs.gov/individuals/get-transcript](http://www.irs.gov/individuals/get-transcript).**

### STUDENT’S INFORMATION

Name (Last, First, MI)	Harper ID Number
Street Address	H00
City	State
	Zip

### INSTRUCTIONS

If you are an Independent student, complete pages 1 and 2.  
 If you are a Dependent student, complete pages 1 and 3.

Independent student - is one of the following: at least 24 years old (born before January 1, 2000), married, working on a master’s or doctorate program, a veteran, on active duty in the U.S. Armed Forces, an orphan, a ward of the court, providing more than half of the support to children or legal dependents other than a spouse, an emancipated minor, or homeless or at risk of becoming homeless.

Dependent student - is one who does not meet any of the criteria above for an independent student.

**Submit signed, completed documentation to the One Stop:**

Upload secure documents at: <https://www.harpercollege.edu/start/onestop/contact/index.php>

**Fax:** 847.925.6928 **In-Person:** Bldg A, Room A250

**Questions? Contact [harpercollege.edu/onestop](http://harpercollege.edu/onestop)**

### CERTIFICATION AND SIGNATURES

By signing this document, I certify that all of the information reported is complete and correct on pages 1, 2 and 3. If I purposely give false or misleading information, I may be fined, sent to prison, or both.

\_\_\_\_\_  
**Student’s Signature**

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

\_\_\_\_\_  
**Parent’s Signature**

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

**(A parent’s signature is required for Dependent students.)**

**INDEPENDENT STUDENT**

<b>Household and Number in College Between July 1, 2023 and June 30, 2024</b> People to include in your household are: • <b>Yourself</b> . • <b>Your spouse</b> , if you are married. • <b>Your children</b> , if you or your spouse will provide more than half of the children's support. • <b>Other people</b> if they now live with you and your spouse, and you or your spouse provide more than half of the other person's support and will continue to provide more than half of their support. List the name of the College for any household member who is or will be enrolled at least half time in a program that leads to a degree or certificate program at an eligible postsecondary institution.																		
Full Name	Date of Birth (mm/dd/yyyy)	Relationship to You	Name of College Enrolled in at Least Half Time Between July 1, 2023 and June 30, 2024															
1. (Your Name)		Self	Harper College															
2.																		
3.																		
4.																		
5.																		
<b>2021 STUDENT / SPOUSE Tax Information      CHECK THE BOX(es) THAT APPLIES</b>																		
<input type="checkbox"/> Student      Used the IRS Data Retrieval Tool to transfer 2021 Income Tax Return information to the FAFSA. <input type="checkbox"/> Spouse																		
<input type="checkbox"/> Student      Did not (or could not) transfer 2021 Income Tax Return information to the FAFSA using the IRS Data Retrieval Tool.  ATTACH a copy of the 2021 IRS Tax Return Transcript. <input type="checkbox"/> Spouse																		
<input type="checkbox"/> Student      Received foreign income.  Complete and submit the 2023-2024 Foreign Income form. <input type="checkbox"/> Spouse <a href="https://www.harpercollege.edu/registration/financialaid/2324-forms/foreign-income-student-2324.pdf">https://www.harpercollege.edu/registration/financialaid/2324-forms/foreign-income-student-2324.pdf</a>																		
<input type="checkbox"/> Student      Was not employed, had no income earned from work in 2021, DID NOT FILE and was NOT REQUIRED TO FILE a 2021 Income Tax Return with the IRS.  Provide a signed IRS Verification of Non-filing Letter (VNF) dated on or after October 1, 2022 that indicates a 2021 IRS Income Tax Return was not filed.* <input type="checkbox"/> Spouse																		
<input type="checkbox"/> Student      Worked and was paid in cash but DID NOT FILE and was NOT REQUIRED TO FILE a 2021 Income Tax Return with the IRS.  Provide a signed IRS Verification of Non-filing Letter (VNF) dated on or after October 1, 2022 that indicates a 2021 IRS Income Tax Return was not filed. * <b>AND</b> List the cash amount and source. <input type="checkbox"/> Spouse      \$ _____ (Student) Source: \$ _____ (Spouse) Source:																		
<input type="checkbox"/> Student      Worked but DID NOT FILE and was NOT REQUIRED TO FILE a 2021 Income Tax Return with the IRS.  Provide a signed IRS Verification of Non-filing Letter (VNF) dated on or after October 1, 2022 that indicates a 2021 IRS Income Tax Return was not filed. * <b>AND</b> Provide a signed W-2 or equivalent document for every employer. <b>AND</b> List below each source of 2021 income. <input type="checkbox"/> Spouse																		
<table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">Income Earner's Name</th> <th style="width: 30%;">Employer's Name or Source</th> <th style="width: 30%;">Annual Amount Earned in 2021</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>_____</td> <td>_____</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td>_____</td> <td>_____</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total Amount of Income Earned from Work in 2021</td> <td style="text-align: right;">\$ _____</td> </tr> </tbody> </table>				Income Earner's Name	Employer's Name or Source	Annual Amount Earned in 2021	_____	_____	\$ _____	_____	_____	\$ _____	_____	_____	\$ _____	Total Amount of Income Earned from Work in 2021		\$ _____
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_____	_____	\$ _____																
_____	_____	\$ _____																
_____	_____	\$ _____																
Total Amount of Income Earned from Work in 2021		\$ _____																

\* You or your spouse may submit a signed statement certifying they attempted and were unable to obtain the VNF from the IRS or other tax authority.

**DEPENDENT STUDENT**

Harper ID Number: H00 \_\_\_\_\_

**Household and Number in College Between July 1, 2023 and June 30, 2024**

People to include in your household are: • **Yourself**, even if you don't live with your parent(s). • **Your parent(s)**, (including a stepparent). • **Your parents' other children** if your parent(s) will provide more than half of the child's support, or if the other children would be dependent (and be required to provide parental information if they were completing a FAFSA for 2023-2024). Include children who meet either of these standards, even if they do not live with your parent(s). • **Other people** if they now live with your parent(s) and your parent(s) provide more than half of the other person's support and your parent(s) will continue to provide more than half of their support. List the name of the College for any household member, including parents, who is or will be enrolled at least half time in a program that leads to a degree or certificate program at an eligible postsecondary institution.

Full Name	Date of Birth (mm/dd/yyyy)	Relationship to You	Name of College Enrolled in at Least Half Time Between July 1, 2023 and June 30, 2024
1. (Your Name)		Self	Harper College
2.			
3.			
4.			
5.			

**2021 STUDENT Tax Information CHECK THE BOX(es) THAT APPLIES**

<input type="checkbox"/>	Student	Used the IRS Data Retrieval Tool to transfer 2021 Income Tax Return information to the FAFSA.	
<input type="checkbox"/>	Student	Did not (or could not) transfer 2021 Income Tax Return information to the FAFSA using the IRS Data Retrieval Tool.	➡ ATTACH a copy of the 2021 IRS Tax Return Transcript.
<input type="checkbox"/>	Student	Received foreign income.	➡ Complete and submit the 2023-2024 Foreign Income form. <a href="https://www.harpercollege.edu/registration/financialaid/2324-forms/foreign-income-student-2324.pdf">https://www.harpercollege.edu/registration/financialaid/2324-forms/foreign-income-student-2324.pdf</a>
<input type="checkbox"/>	Student	Was not employed, had no income earned from work in 2021 and will not file a 2021 Income Tax Return with the IRS.	
<input type="checkbox"/>	Student	Worked and was paid in cash but DID NOT FILE and was NOT REQUIRED TO FILE a 2021 Income Tax Return with the IRS.	➡ List the cash amount and source. \$ _____ (Student) Source: _____
<input type="checkbox"/>	Student	Worked but DID NOT FILE and was NOT REQUIRED TO FILE a 2021 Income Tax Return with the IRS.	➡ Provide a signed W-2 or equivalent document for every employer. <b>AND</b> List below each source of 2021 income.
		Income Earner's Name	Employer's Name or Source Annual Amount Earned in 2021
		_____	\$ _____
		_____	\$ _____
		_____	\$ _____
		Total Amount of Income Earned from Work in 2021 \$ _____	

**2021 PARENT Tax Information CHECK THE BOX(es) THAT APPLIES**

<input type="checkbox"/>	Parent 1	Parent(s) used the IRS Data Retrieval Tool to transfer 2021 Income Tax Return information to the FAFSA.	
<input type="checkbox"/>	Parent 2		
<input type="checkbox"/>	Parent 1	Parent(s) did not (or could not) transfer their 2021 Income Tax Return information to the FAFSA using the IRS Data Retrieval Tool.	➡ ATTACH a copy of your parent(s)' 2021 IRS Tax Return Transcript.
<input type="checkbox"/>	Parent 2		
<input type="checkbox"/>	Parent 1	Received foreign income.	➡ Complete and submit the 2023-2024 Foreign Income form. <a href="https://www.harpercollege.edu/registration/financialaid/2324-forms/foreign-income-parent-2324.pdf">https://www.harpercollege.edu/registration/financialaid/2324-forms/foreign-income-parent-2324.pdf</a>
<input type="checkbox"/>	Parent 2		
<input type="checkbox"/>	Parent 1	Was not employed, had no income earned from work in 2021, DID NOT FILE and was NOT REQUIRED TO FILE a 2021 Income Tax Return with the IRS.	➡ Provide a signed IRS Verification of Non-filing Letter (VNF) dated on or after October 1, 2022 that indicates a 2021 IRS Income Tax Return was not filed. *
<input type="checkbox"/>	Parent 2		
<input type="checkbox"/>	Parent 1	Worked and was paid in cash but DID NOT FILE and was NOT REQUIRED TO FILE a 2021 Income Tax Return with the IRS.	➡ Provide a signed IRS Verification of Non-filing Letter (VNF) dated on or after October 1, 2022 that indicates a 2021 IRS Income Tax Return was not filed. * <b>AND</b> List the cash amount and source. \$ _____ (Parent 1) Source: _____
<input type="checkbox"/>	Parent 2		\$ _____ (Parent 2) Source: _____
<input type="checkbox"/>	Parent 1	Worked but DID NOT FILE and was NOT REQUIRED TO FILE a 2021 Income Tax Return with the IRS.	➡ Provide a signed IRS Verification of Non-filing Letter (VNF) dated on or after October 1, 2022 that indicates a 2021 IRS Income Tax Return was not filed. * <b>AND</b> Provide a signed W-2 or equivalent document for every employer. <b>AND</b> List below each source of 2021 income.
<input type="checkbox"/>	Parent 2		
		Income Earner's Name	Employer's Name or Source Annual Amount Earned in 2021
		_____	\$ _____
		_____	\$ _____
		_____	\$ _____
		Total Amount of Income Earned from Work in 2021 \$ _____	

5/23 \* Your parent may submit a signed statement certifying they attempted and were unable to obtain the VNF from the IRS or other tax authority.