

2024-2025 VERIFICATION WORKSHEET
 PLEASE COMPLETE AND ATTACH ALL OF THE REQUESTED INFORMATION

STEP 1: STUDENT INFORMATION

<i>Last Name</i>	<i>First Name</i>	<i>Student ID</i>	<i>Date of Birth</i>
<i>Street Address</i>		<i>City</i>	<i>State</i> <i>ZIP</i>
		Phone / E-Mail (Circle One)	
<i>Student's Phone Number</i>	<i>Student's E-Mail Address</i>	<i>Best Way to Contact Student</i>	
		Phone / E-Mail (Circle One)	
<i>Parent(s)' Phone Number (if applicable)</i>	<i>Parent(s)' E-Mail Address (if applicable)</i>	<i>Best Way to Contact Parent (if applicable)</i>	

STEP 2: HOUSEHOLD INFORMATION

COMPLETE THE CHART BELOW WITH THE FOLLOWING INFORMATION, BASED ON YOUR DEPENDENCY STATUS:
 To determine your dependency status, visit: <https://studentaid.gov/sa/fafsa/filling-out/dependency>

DEPENDENT STUDENTS
 AS DEFINED BY THE U.S. DEPT. OF EDUCATION

- Yourself
- Your parent(s) (including a stepparent) even if you do not live with them. Exclude a parent who is not living in the household because of separation or divorce.
- Your sibling(s)
 - a) if they live in your parent(s) household (or live apart because of college enrollment) *and*
 - b) if they receive and will continue to receive more than half of their support from your parent(s) between July 1, 2024 and June 30, 2025
- Other people, *only* if they live in your parent(s)' household, and they receive and will continue to receive more than half of their support from your parent(s) through June 30, 2025

INDEPENDENT STUDENTS
 AS DEFINED BY THE U.S. DEPT. OF EDUCATION

- Yourself
- Your spouse (if you are married)
- Your dependent children
 - a) if they live in your household (or live apart because of college enrollment) *and*
 - b) if they receive and will continue to receive more than half of their support from you or your spouse between July 1, 2024 and June 30, 2025
- Other people, *only* if they live in your household and currently and will continue to receive more than half of their support from you or your spouse through June 30, 2025

Full Name	Age	Relationship
		<i>Self</i>

STEP 3: VERIFICATION OF STUDENT INCOME INFORMATION FOR THE 2022 CALENDAR YEAR
Important Note: The instructions below apply to the student and spouse (if the student is married).

CHECK ONE and continue to **STEP 4:**

- _____ I am a tax filer. MassArt's Office of Student Financial Assistance has requested a 2022 IRS Tax Return Transcript or a signed copy of my 2022 income tax return, and applicable schedules. The transcript or return is attached. **Other documents may be acceptable; please contact our office with questions.***
- _____ I am a non-tax filer. I was not employed and had no income earned from work in 2022. If I am an Independent Student, a Verification of Non Filing Letter from the IRS or the non-tax filer form is attached.†
- _____ I am a non-tax filer. I was employed in 2022 and have completed the chart below. All 2022 IRS W-2 forms, or equivalent documents, are attached. If I am an Independent Student, a Verification of Non-Filing Letter from the IRS or the non-tax filer form is also attached.†

Employer's Name	IRS W-2 or equivalent provided?	Annual Amount Earned in 2022
1.		\$
2.		\$
3.		\$

STEP 4: VERIFICATION OF PARENT(S) INCOME INFORMATION FOR THE 2022 CALENDAR YEAR
Important Note: The instructions below apply to each parent included in the household.

CHECK ONE and continue to **STEP 5:**

- _____ I am a tax filer. MassArt's Office of Student Financial Assistance has requested a 2022 IRS Tax Return Transcript or a signed copy of my 2022 income tax return, and applicable schedules. The transcript or return is attached. **Other documents may be acceptable; please contact our office with questions.***
- _____ I am a non-tax filer. I was not employed and had no income earned from work in 2022. A Verification of Non Filing Letter from the IRS or the non-tax filer form is attached.†
- _____ I am a non-tax filer. I was employed in 2022 and have completed the chart below. All 2022 IRS W-2 forms, or equivalent documents, and a Verification of Non-Filing Letter from the IRS or the non-tax filer form is attached.†

Employer's Name	IRS W-2 or equivalent provided?	Annual Amount Earned in 2022
1.		\$
2.		\$
3.		\$

STEP 5: CERTIFICATION

Each person signing below certifies that all of the information reported is complete and correct.

Student Signature and Date

(must be a "wet" signature, an electronic signature with a stylus or finger, or an attached image of the signature)

Parent OR Student's Spouse Signature and Date

(must be a "wet" signature, an electronic signature with a stylus or finger, or an attached image of the signature)

*To request a Federal Tax Return Transcript from the IRS, visit [IRS.gov](https://www.irs.gov) and click "Get your Tax Record". If you filed a non-IRS Income Tax Return, filed an amended IRS Tax Return, were a victim of IRS tax-related identity theft, or were granted a filing extension, other documents may be accepted or required. Please contact Student Financial Assistance for more information.

†You can request a Verification of Non Filing Letter from the IRS by following the instructions above, or download the non-tax filer form at [MassArt.edu/financial-aid-forms](https://www.massart.edu/financial-aid-forms).