

## 2022-2023 Verification Worksheet

Your 2022–2023 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 |
|                        | H00              |
| Street Address         | 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, 1999), 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 **Mail:** One Stop, 1200 West Algonquin Road, Palatine, IL 60067

**Questions? Email:** [onestop@harpercollege.edu](mailto:onestop@harpercollege.edu) **Chat**

### 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**

**Household and Number in College Between July 1, 2022 and June 30, 2023**  
 People to include in your household are: • **Yourself**. • **Your spouse**, if you are married. • **Your children**, if you or your spouse will provide more than half of the children's support. • **Other people** 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, 2022 and June 30, 2023 |
|----------------|----------------------------|---------------------|---|
| 1. (Your Name) |                            | Self                | Harper College  |
| 2.             |                            |                     |   |
| 3.             |                            |                     |   |
| 4.             |                            |                     |   |
| 5.             |                            |                     |   |

**2020 STUDENT / SPOUSE Tax Information CHECK THE BOX(es) THAT APPLIES**

|                          |         |  |   |
|--------------------------|---------|--|---|
| <input type="checkbox"/> | Student | Used the IRS Data Retrieval Tool to transfer 2020 Income Tax Return information to the FAFSA.  |   |
| <input type="checkbox"/> | Spouse  |  |   |
| <input type="checkbox"/> | Student | Did not (or could not) transfer 2020 Income Tax Return information to the FAFSA using the IRS Data Retrieval Tool. →                         | ATTACH a copy of the 2020 IRS Tax Return Transcript.  |
| <input type="checkbox"/> | Spouse  |  |   |
| <input type="checkbox"/> | Student | Received foreign income. →   | Complete and submit the 2022-2023 Foreign Income form.  |
| <input type="checkbox"/> | Spouse  |  | <a href="https://www.harpercollege.edu/registration/financialaid/2223-forms/foreign-income-student-2223.pdf">https://www.harpercollege.edu/registration/financialaid/2223-forms/foreign-income-student-2223.pdf</a> |
| <input type="checkbox"/> | Student | Was not employed, had no income earned from work in 2020, DID NOT FILE and was NOT REQUIRED TO FILE a 2020 Income Tax Return with the IRS. → | Provide a signed IRS Verification of Non-filing Letter (VNF) dated on or after October 1, 2021 that indicates a 2020 IRS Income Tax Return was not  |
| <input type="checkbox"/> | Spouse  |  | filed.*   |
| <input type="checkbox"/> | Student | Worked and was paid in cash but DID NOT FILE and was NOT REQUIRED TO FILE a 2020 Income Tax Return with the IRS. →                           | Provide a signed IRS Verification of Non-filing Letter (VNF) dated on or after October 1, 2021 that indicates a 2020 IRS Income Tax Return was not filed. *   |
| <input type="checkbox"/> | Spouse  |  | AND \$ _____ (Student)<br>Source: _____ (Spouse)<br>Source: _____   |
| <input type="checkbox"/> | Student | Worked but DID NOT FILE and was NOT REQUIRED TO FILE a 2020 Income Tax Return with the IRS. →  | Provide a signed IRS Verification of Non-filing Letter (VNF) dated on or after October 1, 2021 that indicates a 2020 IRS Income Tax Return was not filed. *   |
| <input type="checkbox"/> | Spouse  |  | AND Provide a signed W-2 or equivalent document for every employer. AND List below each source of 2020 income.  |
|                          |         | Income Earner's Name   | Employer's Name or Source   |
|                          |         | _____  | _____ \$ _____  |
|                          |         | _____  | _____ \$ _____  |
|                          |         | _____  | _____ \$ _____  |
|                          |         | Total Amount of Income Earned from Work in 2020 \$ _____   |   |

\* 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, 2022 and June 30, 2023**

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 2022-2023). 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, excluding 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, 2022 and June 30, 2023 |
|----------------|----------------------------|---------------------|---|
| 1. (Your Name) |                            | Self                | Harper College  |
| 2.             |                            |                     |   |
| 3.             |                            |                     |   |
| 4.             |                            |                     |   |
| 5.             |                            |                     |   |

**2020 STUDENT Tax Information CHECK THE BOX(es) THAT APPLIES**

|                          |         |  |  |
|--------------------------|---------|--|--|
| <input type="checkbox"/> | Student | Used the IRS Data Retrieval Tool to transfer 2020 Income Tax Return information to the FAFSA.                      |  |
| <input type="checkbox"/> | Student | Did not (or could not) transfer 2020 Income Tax Return information to the FAFSA using the IRS Data Retrieval Tool. | ➡ ATTACH a copy of the 2020 IRS Tax Return Transcript.   |
| <input type="checkbox"/> | Student | Received foreign income.   | ➡ Complete and submit the 2022-2023 Foreign Income form. <a href="https://www.harpercollege.edu/registration/financialaid/2223-forms/foreign-income-student-2223.pdf">https://www.harpercollege.edu/registration/financialaid/2223-forms/foreign-income-student-2223.pdf</a> |
| <input type="checkbox"/> | Student | Was not employed, had no income earned from work in 2020 and will not file a 2020 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 2020 Income Tax Return with the IRS.   | ➡ List the cash amount and source. \$ _____ (Student)<br>Source: _____   |
| <input type="checkbox"/> | Student | Worked but DID NOT FILE and was NOT REQUIRED TO FILE a 2020 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 2020 income.  |
|                          |         | Income Earner's Name   | Employer's Name or Source  |
|                          |         | _____  | _____  |
|                          |         | _____  | _____  |
|                          |         | _____  | _____  |
|                          |         | Total Amount of Income Earned from Work in 2020 \$ _____   |  |

**2020 PARENT Tax Information CHECK THE BOX(es) THAT APPLIES**

|                          |          |  |  |
|--------------------------|----------|--|--|
| <input type="checkbox"/> | Parent 1 | Parent(s) used the IRS Data Retrieval Tool to transfer 2020 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 2020 Income Tax Return information to the FAFSA using the IRS Data Retrieval Tool.         | ➡ ATTACH a copy of your parent(s)' 2020 IRS Tax Return Transcript.   |
| <input type="checkbox"/> | Parent 2 |  |  |
| <input type="checkbox"/> | Parent 1 | Received foreign income.   | ➡ Complete and submit the 2022-2023 Foreign Income form. <a href="https://www.harpercollege.edu/registration/financialaid/2223-forms/foreign-income-parent-2223.pdf">https://www.harpercollege.edu/registration/financialaid/2223-forms/foreign-income-parent-2223.pdf</a>                 |
| <input type="checkbox"/> | Parent 2 |  |  |
| <input type="checkbox"/> | Parent 1 | Was not employed, had no income earned from work in 2020, DID NOT FILE and was NOT REQUIRED TO FILE a 2020 Income Tax Return with the IRS. | ➡ Provide a signed IRS Verification of Non-filing Letter (VNF) dated on or after October 1, 2021 that indicates a 2020 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 2020 Income Tax Return with the IRS.                           | ➡ Provide a signed IRS Verification of Non-filing Letter (VNF) dated on or after October 1, 2021 that indicates a 2020 IRS Income Tax Return was not filed. * <b>AND</b> List the cash amount and source. \$ _____ (Parent 1)<br>Source: _____   |
| <input type="checkbox"/> | Parent 2 |  | \$ _____ (Parent 2)<br>Source: _____   |
| <input type="checkbox"/> | Parent 1 | Worked but DID NOT FILE and was NOT REQUIRED TO FILE a 2020 Income Tax Return with the IRS.  | ➡ Provide a signed IRS Verification of Non-filing Letter (VNF) dated on or after October 1, 2021 that indicates a 2020 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 2020 income. |
| <input type="checkbox"/> | Parent 2 |  |  |
|                          |          | Income Earner's Name   | Employer's Name or Source  |
|                          |          | _____  | _____  |
|                          |          | _____  | _____  |
|                          |          | _____  | _____  |
|                          |          | Total Amount of Income Earned from Work in 2020 \$ _____   |  |

12/22 \* Your parent may submit a signed statement certifying they attempted and were unable to obtain the VNF from the IRS or other tax authority.