

## 2021-22 Verification Worksheet Dependent Student

Return this form to:

Mail: HCC Financial Aid

606 West Main

Highland KS, 66035

Email: [financialaid@highlandcc.edu](mailto:financialaid@highlandcc.edu)

Fax: 785-442-6106

### A. Student Information

|                       |                         |                |            |
|-----------------------|-------------------------|----------------|------------|
| Last Name             | First Name              | MI             | Student ID |
| Date of Birth         | Telephone Number        | E-Mail Address |            |
| Parent E-Mail Address | Parent Telephone Number |                |            |

**All sections must be complete for processing.  
Financial aid cannot be accepted or disbursed until verification is complete.**

### B. Household Information

Instructions:

- Line 1: List yourself, even if you do not live with your parent(s)
- Lines 2 & 3: List parent(s)/stepparent(s)
- Lines 4-7: List your parents' other children **only if your parents will provide more than half of their support between July 1, 2021 and June 30, 2022.**
- List other people **who live with your parents and your parents will continue to provide more than half of their support between July 1, 2021 and June 30, 2022.**

What is your Parent(s) marital status as of today?:

Never Married    Married/Remarried    Unmarried parent living together    Widowed    Separated    Divorced

Date married, separated, remarried or divorced: \_\_\_\_\_

| Full Name of Those in Household | Age | Relationship to Student (brother/sister, step-sibling, other) | Parent: indicate if you provide more than half of the financial support for this person | Name of College            |
|---------------------------------|-----|---|---|----------------------------|
| 1.                              |     | Self  | -----   | Highland Community College |
| 2.                              |     | Parent 1  | -----   | N/A                        |
| 3.                              |     | Parent 2/Stepparent (if living in the same home)              | -----   | N/A                        |
| 4.                              |     |   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                |                            |
| 5.                              |     |   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                |                            |
| 6.                              |     |   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                |                            |

If you need more space, attach a separate page.

**C. 2019 Tax Return Information– Please select the appropriate responses.**

|   |   |
|---|---|
| <p><b>Student Filing Status (Select only one)</b></p> <p><input type="checkbox"/> I filed my 2019 Federal Tax Return and successfully used the IRS Data Retrieval Tool via the FAFSA.</p> <p><input type="checkbox"/> I filed my 2019 Federal Tax Return and chose not to or I am unable to use the IRS Data Retrieval Tool. Submit:</p> <ul style="list-style-type: none"> <li>• 2019 Signed IRS Tax Returns and Schedules</li> </ul> <p><input type="checkbox"/> I amended my 2019 Federal Tax Return. Submit:</p> <ul style="list-style-type: none"> <li>• 2019 Signed IRS Tax Returns and Schedules</li> <li>• 2019 Signed IRS Tax Form 1040X</li> </ul> <p><input type="checkbox"/> I will, but have yet to complete my 2019 Federal Tax Return.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><input type="checkbox"/> I will not and am not required to file taxes. Please select the most appropriate answer:</p> <p><input type="checkbox"/> I was not employed and earned no income in 2019.</p> <p style="margin-left: 20px;"><input type="checkbox"/> Please check this box if you have attempted to get a letter of non-filing from the IRS but have been unsuccessful.</p> <p><input type="checkbox"/> I earned income from work, but was not required to file in 2019.</p> <p style="margin-left: 20px;"><input type="checkbox"/> Please include all 2019 W-2s from all employers.</p> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Did you earn Federal Work Study funds in 2019?</p> <p style="margin-left: 40px;">Yes          No</p> <p>If yes, total amount earned in 2019? \$ _____</p> <p>At what college? _____</p> <p>Please attach 2019 W2 for Federal Work Study</p> </div> | <p><b>Parents(s) Filing Status (Select only one)</b></p> <p><input type="checkbox"/> My Parent(s) filed their 2019 Federal Tax Return and successfully used the IRS Data Retrieval Tool via the FAFSA.</p> <p><input type="checkbox"/> My Parent(s) filed their 2019 Federal Tax Return and chose not to or were not able to use the IRS Data Retrieval Tool. Submit:</p> <ul style="list-style-type: none"> <li>• Parent(s) 2019 IRS Signed Tax Returns and Schedules</li> <li>• If Parents filed jointly, submit all 2019 W-2s, Schedule C(s) for Business Income or Schedule F(s) for Farm Income, and all other schedules if applicable</li> </ul> <p><input type="checkbox"/> My Parent(s) amended their 2019 Federal Tax Return Submit:</p> <ul style="list-style-type: none"> <li>• 2019 Signed IRS Tax Returns and Schedules</li> <li>• 2019 signed IRS form 1040X</li> <li>• If filed jointly, all 2019 W-2s and Schedule C(s) or F(s)</li> </ul> <p><input type="checkbox"/> My Parent(s) will, but have yet to file their 2019 Federal Tax Return.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><input type="checkbox"/> My parents will not and are not required to file taxes. Please select the most appropriate answer:</p> <p><input type="checkbox"/> They were not employed and earned no income in 2019.</p> <p style="margin-left: 20px;"><input type="checkbox"/> Check this box if you are including a letter of non-filing* from the IRS.</p> <p style="margin-left: 20px;"><input type="checkbox"/> Please check this box if you have attempted to get a letter of non-filing from the IRS but have been unsuccessful.</p> <p><input type="checkbox"/> They earned income from work, but were not required to file in 2019.</p> <p style="margin-left: 20px;"><input type="checkbox"/> Please include all 2019 W-2s from all employers.</p> </div> |
|---|---|

\*To request a Non-filing letter, go to [www.irs.gov/Go](http://www.irs.gov/Go) to Forms & Instructions/click on 4506-T, complete questions 1-4, check box 7, 9 (year requested) 12/31/2019.

**D. Sign this Worksheet**

By signing this worksheet, we certify that all the information reported on this worksheet is complete and correct.  
**At least one parent must sign.**

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

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Parent: \_\_\_\_\_ Date: \_\_\_\_\_