

Return this form to:
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 Highland KS, 66035
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Fax: 785-442-6106
Phone 785-442-6000 ext. 2002

2023-24 Verification Worksheet for Independent Student

A. Student Information

Last name	First Name	MI	Student ID
Date of Birth	Phone Number	E-mail Address	

All sections must be complete.
Financial aid cannot be offered until verification is complete.

B. Household Information

1. What is your marital status as of today?
 Never Married Married/Remarried Widowed Separated Divorced

2. Effective date of marital status selected above: _____ (Month/Year) Leave blank if Never Married

3. Instructions for table
 - Line 1: List yourself
 - Lines 2: List your spouse, if married prior to filing the FAFSA
 - Lines 3-6: List your children and your spouse's children ONLY if you will provide more than half of their support between July 1, 2023 and June 30, 2024.
 - List other people who live with you for whom you will provide more than half of their support between July 1, 2023 and June 30, 2024.

Full Name of Those in Your Household	Age	Relationship to Student (child, step-child, etc.)	Student: Do you provide more than half of the financial support for this person?	Name of College Currently Attending
1.		Self (Student)	_____	Highland Community College
2.		Spouse (if applicable)	_____	
3.			<input type="checkbox"/> Yes <input type="checkbox"/> No	
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. 2021 Tax Return Information – Select the appropriate responses.

Student Tax Filing Status (Select Only One)

- I filed my 2021 Federal Tax Return and successfully used the IRS Data Retrieval Tool via the FAFSA.
- I filed my 2021 Federal Tax Return and either chose not to or was unable to use the IRS Data Retrieval Tool.
 - Submit your Signed 2021 IRS Tax Form 1040 and Schedules 1, 2, & 3 (if applicable) and all W-2s
- I amended my 2021 Federal Tax Return
 - Submit your Signed 2021 IRS Tax Form 1040 and Schedules 1, 2, & 3 (if applicable) and all W-2s
 - AND your Signed 2021 IRS Tax Form 1040X
- I will but have not yet filed my 2021 Federal Tax Return

I am not required to and will not file taxes for 2021.**
Select the most appropriate answer:

- I was not employed and earned no income in 2021.
- I earned income from work, but was not required to file a return in 2021.
 - Include a copy of all W-2s from all employers

Did you earn Federal Work Study (FWS) funds in 2021?
__ Yes __ No

- If yes, what is the total amount of FWS earned in 2021? _____
- At what college did you earn FWS?

- Attach a copy of your Federal Work Study 2021 W-2

Spouse Tax Filing Status (Select Only One)

- My spouse filed the 2021 Federal Tax Return and successfully used the IRS Data Retrieval Tool via the FAFSA.
- My spouse filed the 2021 Federal Tax Return and either chose not to or were unable to use the IRS Data Retrieval Tool.
 - Submit their Signed 2021 IRS Tax Form 1040 and Schedules 1, 2, & 3 (if applicable) and all W-2s
- My spouse amended their 2021 Federal Tax Return
 - Submit their Signed 2021 IRS Tax Form 1040 and Schedules 1, 2, & 3 (if applicable) and all W-2s
 - AND their Signed 2021 IRS Tax Form 1040X
- My spouse will but has not yet filed the 2021 Federal Tax return

My spouse was not required to and will not file taxes for 2021.**
Mark one of the following:

- My spouse was not employed and earned no income in 2021.
- My spouse earned income from work, but was not required to file a return in 2021.
 - Include a copy of all W-2s from all employers

****If you and/or your spouse did not file taxes in 2021, you (each) must provide HCC with a Non-Filing Letter from the IRS.**

To request a Non-filing Letter, go to www.irs.gov, click on "Forms & Instructions", click on 4506-T, complete lines 1-4, check the box on #7, on line 9 enter 12/31/2021. Sign and mail the form to the IRS.

D. Sign this Worksheet

By signing this worksheet, I/we certify that all the information reported on this worksheet is true and accurate.

Student signature (required): _____ Date: _____

Spouse signature (optional): _____ Date: _____

Signatures must be handwritten; digital signatures not accepted.

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