Office of Financial Aid 300 W. Seward St. Ripon, WI 54971 Telephone: (920) 748-8101 Fax: (920) 748-8370

Ripon College

2024-2025 Verification Form

Office Use Only	
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Student's Name				Student ID	Phone Number
	First	MI	Last		

Instructions

The United States Department of Education requires colleges to collect the following information from students who apply for federal student aid and are selected for verification. Please respond to each question. When listing family size, this should correspond to who you listed on the FAFSA. Complete this form and return it to our office at the address listed above as soon as possible. Your financial aid will not be finalized until all documents needed are received by our office. **Note:** If you are not a U.S. citizen, you may be requested to provide proof of your permanent residency status.

If you filed the FAFSA as an **independent student, complete sections A, B and D only.

If you filed the FAFSA as a **dependent student using parent information, complete ALL sections of this form.

Section A - Family Information

Dependent Students: Complete this section with information about the people who will be in your parents' household between July 1, 2024 and June 30, 2025. **Include your parent(s), yourself, and other children or people** that your parent(s) provide more than 50% of the support for. Include children even if they do not live with the parents, if the parent provides at least 50% of the support throughout the year. If your parents are separated or divorced, include only the parent (and step-parent, if applicable) whom is listed on the FAFSA. **Independent Students**: Complete this section with information about the people who will be in your household between July 1, 2024 and June 30, 2025. Include yourself, your spouse (if you are married), and any children or other people who receive more than half of their support from you.

Family Size			Family Size		Relationship to Student
Full Name	Age	Relationship to Student	Full Name	Age	_
1.		Self	5.		
2.			6.		
3.			7.		
4.			8.		

Check this box if there are more than eight family members. Attach a list of these people, providing the same information as requested above for each person.

Section B - Student Information

If you (and/or your spouse) have filed a 2022 U.S. income tax return, use the IRS Direct Data Exchange (DDX) to update the income information on your FAFSA. Check the box(es) below that apply.

□I have used or will use the IRS Direct Data Exchange to transfer my 2022 IRS income tax information.

 \Box **I am unable to use** the IRS Direct Data Exchange and will provide Ripon College with a 2022 IRS signed Tax Return and all applicable schedules or an IRS Tax Return Transcript.

 \Box I have amended my 2022 IRS Tax Return. I will provide the school with a <u>signed</u> copy of the 2022 IRS Form 1040X (Amended U.S. Individual Income Tax Return) that was filed with the IRS or documentation from the IRS that include the changes made by the IRS *and one of the following* a) IRS DDX information from the original tax return on a completed FAFSA, b) a 2022 IRS Tax Return Transcript, or c) a signed copy of the original 2022 IRS form 1040 and all applicable schedules that were filed with the IRS.

I have not nor was I required to file a U.S. income tax return because:

- \Box I was not employed and had no income earned from work in 2022.
 - □ My income earned from work in 2022 was below the amount required to file. <u>I will provide W-2s</u>, or if selfemployed, a signed statement indicating the income earned from work.

□ My spouse has not and is not required to file a 2022 U.S. income tax return because:

- □ My spouse was not employed and had no income earned from work in 2022.
- □ My spouse's income earned from work in 2022 was below the amount required to file. <u>I will provide W-2s, or if</u> self-employed, a signed statement indicating my spouse's income earned from work.

Section C - Parent/Step-Parent Information

If your parents (or step-parent) have filed a 2022 U.S income tax return, use the IRS Direct Data Exchange (DDX) to update the income information on your FAFSA. Check the box(es) below that apply.

□ My parents have used the IRS Direct Data Exchange to transfer their 2022 IRS income tax information.

□ My parents **are unable to use** the IRS Direct Data Exchange and will provide Ripon College with a 2022 IRS signed Tax Return and all applicable schedules or an IRS Tax Return Transcript.

□My parents **have amended their** 2022 IRS Tax Return. They will provide the school with a signed copy of the 2022 IRS Form 1040X (Amended U.S. Individual Income Tax Return) that was filed with the IRS or documentation from the IRS that include the changes made by the IRS *and one of the following* a) IRS Direct Data Exchange information from the original tax return on a completed FAFSA, b) a 2022 IRS Tax Return Transcript, or c) a signed copy of the original 2022 IRS form 1040 and all applicable schedules that were filed with the IRS.

□ Parent 1 has not, nor is required to file a 2022 U.S. or foreign income tax return because:

- \Box Parent 1 was not employed and had no income earned from work in 2022.
- □ Parent 1 income earned from work in 2022 was below the amount required to file. <u>Parent 1 must provide W-2s, or</u> <u>if self-employed, a signed statement indicating the income earned from work.</u>

□ Parent 2 has not, nor is required to file a 2022 U.S. or foreign income tax return because:

- □ Parent 2 was not employed and had no income earned from work in 2022.
 - □ Parent 2 income earned from work in 2022 was below the amount required to file. <u>Parent 2 must provide W-2s, or</u> <u>if self-employed, a signed statement indicating the income earned from work.</u>

Section D - Certification and Signatures – Hand Signatures are Required

I(We) certify that all of the information on this form is complete and correct. I(We) understand that giving false or misleading information may result in the loss of financial aid and that I(we) may be fined, be sentenced to jail, or both.

Student's Signature:	Date:	
Parent/Spouse's Signature:	Date:	

The best way to verify income is by using the IRS Direct Data Exchange (IRS DDX) that can be linked in the Parent and Student Financial sections on the FAFSA. However, if you cannot use the IRS DDX then you may submit a <u>signed copy of the 2022 income tax return and applicable schedules</u> or <u>the 2022 Income Tax Return Transcript</u>. The 2022 *IRS Tax Return Transcript* may be obtained through:

- Request by phone 1-800-908-9946.
- Request a copy online at <u>www.irs.gov</u>, click on "Get your tax record", click "Get transcript online". Make sure to request the "Return Transcript" and NOT the "Account Transcript". (Online is quicker but not available to everyone, by mail is also an option.)
- Paper Request Form IRS Form 4506T-EZ or IRS Form 4506-T

To protect yourself from potential identity theft, <u>do not E-mail this form</u>. You can either mail, fax, hand deliver or securely upload this completed, signed form along with copies of 2022 IRS W-2 forms (if necessary) and signed copies of 2022 IRS Tax Return and schedules or 2022 IRS Return Transcripts (if unable to use IRS DDX) within two weeks to:

Ripon College – Office of Financial Aid 300 West Seward Street Ripon, WI 54971

Fax number: (920)748-8370

Contact our office at (920) 748-8101 if you have additional questions.



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