

2023-2024 LaGrange College
Independent Verification Worksheet

Your 2023-2024 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called “**verification**”. Federal Regulations state that before awarding Federal Student Aid, the Department of Education or the Institution (LaGrange College) may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, the Financial Aid Office will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete and sign this worksheet, attach any required documents, and submit them to the Financial Aid Office at LaGrange College. Please provide the required information as quickly as possible because your financial aid cannot be processed until verification has been completed. If you have any questions, please contact us at 706.880.8357 or finaid@lagrange.edu. **Financial aid will be placed on hold until the process is completed.**

A. Student Information

Student’s Last Name	First Name	M.I.	LC ID or Social Security Number
Address	City	State	Zip Code
Date of Birth	Email	Phone Number	

B. Household Information

List the people that you and your spouse (if married) will support between **July 1, 2023 and June 30, 2024**. Include:

- Yourself, your spouse (if married) and dependent children** - your children (if applicable) and other people if they now live with you and you will continue to provide more than 50% of their support between July 1, 2023 and June 30, 2024 – *support includes, but is not limited to clothes, food, shelter, etc.*

Write the names of all family members. Also write in the name of the college for any family member (other than a parent) who will be attending college at least half-time between July 1, 2023 and June 30, 2024 and will be enrolled in a degree or certificate program. (If you need more space, attach an extra sheet.)

Full Name	Age	Relationship	College
		Self	LaGrange College
		Spouse (if applicable)	

C. Income Information

Both the student and spouse, if married, are required to submit processed 2021 Federal tax information. (Note: if the student and spouse, if married, filed an amended 2021 IRS tax return, please call our office.) **The only acceptable methods to submit Federal tax information are:**

2021 Federal 1040 Tax Return:

Sign and submit a copy of your 2021 Federal Tax Return along with all schedules and W-2 forms. **OR**

IRS Data Retrieval Tool:

Directly import 2021 IRS data into your FAFSA: Log into www.fafsa.gov, select Make Correction. Choose 2023-24 FAFSA. Click on Financial Information tab. Select Already Completed from drop down box. Enter Parent FSA ID and click on Link to IRS. Continue to IRS.gov site. Enter Info as requested and submit. Click on box under "Transfer My Tax Information into the FAFSA." Then click Transfer Now. Transferred data will be encrypted. Remember to electronically sign and submit the FAFSA again. **OR**

IRS Tax Return Transcript:

Submit your 2021 Tax Return Transcript. Go to www.irs.gov. Click on "Get Your Tax Record," then click "Get Transcript Online" or "Get Transcript by Mail." Create an account. Select Tax Return Transcript for 2021. Mail or email PDF to the address below.

If you did not file a 2021 federal tax return:

If you are an independent student on the FAFSA who is not required to file a federal 2021 tax return, you must obtain a verification of non-filing status letter from the IRS. Follow the same instructions as transcript above, but select "Verification of Non-filing Letter" instead of tax return transcript.

Check one:

Student (Spouse if married) filed a 2021 Federal Income Tax return.

Student (Spouse if married) was not employed and had no income from work in 2021.

The Student (Spouse if married) was employed in 2021 and did NOT file taxes, and was not required to file a tax return. Please complete table below. You are **required** to attach copies of all 2021 IRS W-2 forms issued to the student (Spouse, if married) if not filing a federal tax return. List every employer even if they did not issue an IRS W-2 form. **Must provide Verification of Non-filing Letter from IRS.**

Employer's Name	2021 Amount Earned	Was IRS W-2 issued?	Is IRS W-2 Attached?

Each person signing this worksheet certifies that all of the information reported on it is complete and correct.

Student Signature

Date

Spouse's Signature (Optional)

Date

**Please complete, sign, and return to: LaGrange College ▪ Financial Aid Office ▪ 601 Broad Street ▪ LaGrange GA 30240 OR
Fax: 706-880-8348 OR Email: finaid@lagrange.edu**