

# 2023-2024 Dependent- Aggregate Verification Worksheet

Your 2023-2024 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this worksheet and with any other required documents. If there are any differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this verification worksheet, attach any required documents and submit to your financial aid administrator at your school. We may ask for additional information. If you have any questions, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

**INSTRUCTIONS: Complete all sections of this form, sign and return to Mitchell College**

*Financial Aid Office, 437 Pequot Avenue New London, CT 06320 Phone: 800-443-2811 Fax: 860-701-5090*

## Section 1: STUDENT'S INFORMATION:

Last Name	First Name	M.I.	Date of Birth
Address	City	State	Zip Code
Student ID	Student's Phone Number (include area code)		

## Section 2: HOUSEHOLD MEMBERS ARE THE PEOPLE IN YOUR PARENT(S)' HOUSEHOLD. Include:

- **The student**
- **The parent(s) (including a stepparent), even if the student doesn't live with the parent(s).**
- **The parent(s)' other children, IF**
  - **The parent(s) will provide more than half of their support from July 1, 2023 through June 30, 2024, OR**
  - **The other children would be required to provide parental information if they were completing the FAFSA for 2023-2024.**

Include children who meet either of these standards, even if they do not live with the parent(s).
- **Other people, if they NOW live with the parent(s) AND the parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2024.**

**INSTRUCTIONS:** Write the names, ages and relationships of all household members in spaces below. Also, include the name of the college for any household member, excluding the parent(s), who will be enrolled at least half time in a degree, diploma or certificate program at a postsecondary educational institution any time between July 1, 2023 and June 30, 2024. If more space is needed, attach a separate piece of paper with the student's name at the top.

FULL NAME	AGE	RELATIONSHIP TO THE STUDENT	COLLEGE	WILL BE ENROLLED AT LEAST HALF TIME
Missy Jones (example)	20 (example)	Sister (example)	Central University( example)	Yes (example)
		Self		

**Section 3: NON-TAX RETURN FILERS (Student and Parent(s) listed in the household that did not and won't file a 2021 federal tax return)**

**Instructions:**

- 1) Complete this section and
- 2) Parent(s) must submit documentation from the IRS that indicates a 2021 IRS income tax return was not filed with the IRS (To order a "Verification of Non-Filing" complete IRS 4506-T form) or submit a signed statement from each parent certifying they attempted to obtain confirmation of non-filing from the IRS and were unable to obtain the required documentation.

**A. Please check below those individuals in the parent(s)' household who were not employed and had no income earned from work in 2021 and go to Section 4:**

Student \_\_\_\_\_ Parent #1 \_\_\_\_\_ and Parent #2 \_\_\_\_\_ (if applicable)

**B. Please check below those individuals in the parent(s)' household who were employed in 2021 and did not file and are not required to file a 2021 federal tax return and complete chart below.**

Student \_\_\_\_\_ Parent #1 \_\_\_\_\_ and Parent #2 \_\_\_\_\_ (if applicable)

**INSTRUCTIONS FOR NON-TAX FILERS WHO WERE EMPLOYED:** List below the employer(s), the amount earned from each employer in 2021 and attach a copy of each 2021 W-2. If the W-2 is not attached, you must state the reason it is not attached. List every employer, even if the employer did not issue a W-2 form. If more space is needed, attach a separate piece of paper.

NAME OF STUDENT OR PARENT	EMPLOYER'S NAME	ANNUAL AMOUNT EARNED IN 2021	W-2 ATTACHED? If No, give reason
Missy Jones (example)	Jim's Auto shop (example)	\$2,100 (example)	Yes (example)

**WARNING:** If you purposely give false or misleading information you may be fined, sent to prison or both.

**Section 4: CERTIFICATION AND SIGNATURES:**

Each person signing below certifies that all the information reported is complete and correct. ***The student and one parent whose information was reported on the FAFSA must sign and date.***

Print Student Name: \_\_\_\_\_

\_\_\_\_\_  
Student's Signature (Required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature (Required)

\_\_\_\_\_  
Date

**INSTRUCTIONS:**

- The student must appear in person at Mitchell College to complete section 5.
  - If the student cannot appear in person at Mitchell College at the time of this request, SKIP Section 5 and complete Section 6 before a Notary.
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**Section 5: IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE (to be signed at Mitchell College)**

**A. The student must appear in person at Mitchell College to verify his or her identity** by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver’s license, other state-issued ID, or passport.

Mitchell College will maintain a copy of the student’s photo ID that is annotated with the date it was received and reviewed and the name of the official at Mitchell College authorized to collect the student’s ID.

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Mitchell College Official (Print Name)

Date

**B. In addition, the student must sign, in the presence of the Mitchell College official, the Statement of Educational Purpose provided below.**

**Statement of Educational Purpose**

I certify that I \_\_\_\_\_ am the individual signing this *Statement of Educational Purpose* and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Mitchell College for 2023-2024.

(Print Student’s Name)

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Student’s Signature

Date

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Student ID

**Section 6: IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE**(to be signed with a Notary)

**A. If the student is unable to appear in person at Mitchell College to verify his or her identity, the student must provide to Mitchell College:**

1. A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below or that is presented to a notary, such as, but not limited to a driver's license, other state-issued ID or passport; **AND**
2. The **original** Statement of Educational Purpose, which is provided below, **must be notarized.**

**Statement of Educational Purpose**

**B. In addition, the student must sign, in the presence of a Notary, the following:**

I certify that I \_\_\_\_\_ am the individual signing this *Statement of Educational Purpose* and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Mitchell College for 2023-2024.

(Print Student's Name)

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Student ID

**Notary's Certificate of Acknowledgement**

State of \_\_\_\_\_ City/County of \_\_\_\_\_

On \_\_\_\_\_ before me \_\_\_\_\_  
(Date) (Notary's Name)

personally appeared, \_\_\_\_\_, and proved to me on basis of  
(Printed name of the signer)

satisfactory evidence of identification \_\_\_\_\_ to be the above-  
(Type of government-issued photo ID provided)

named person who signed the foregoing instrument.

**WITNESS my hand and official seal** \_\_\_\_\_  
(Seal) (Notary Signature)

My commission expires on \_\_\_\_\_  
(Date)