

Your 2024-25 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 using this worksheet and other required documents. If there are differences, your FAFSA information may need to be corrected. You (and spouse, if married) whose information was reported on the FAFSA must complete and sign this worksheet, attach any required documents, and submit them to us.

A. Student Information	
Name:	942#
Address:	Email
City, State, Zip:	Phone Number

B. Family Size															
<p>Family size includes the following:</p> <ul style="list-style-type: none"> • The student and parent(s), even if the student is not living with them. Exclude a parent who has died or is not living in the household because of separation or divorce. Include a parent who is on active duty in the U.S. Armed Forces apart from the family. • The student's siblings if the following are true: <ul style="list-style-type: none"> ○ They live with the student's parents (or live a part because of college enrollment); ○ They receive more than half of their support from the student's parents; and ○ They will continue to receive more than half of their support from the student's parents during the award year (July 1, 2024 through June 30,2025). • Other persons if the following are true: <ul style="list-style-type: none"> ○ They live with the student's parents; ○ They receive more than half of their support from the student's parents; and ○ They will continue to receive more than half of their support from the student's parents during the award year (July 1, 2024 through June 30,2025). 															
<table border="1"> <thead> <tr> <th>Full Name</th> <th>Age</th> <th>Relationship</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>SELF</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Full Name	Age	Relationship			SELF									
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		SELF													

❖ If you need additional space, attach a separate page with your name and MCTC ID# at the top.

C. Student Income Information		
<p>Note: The section below applies to each parent included in the household. Complete this section if the parents will not file and are not required to file a 2022 income tax return with the IRS. Check the boxes that apply:</p>		
<input type="checkbox"/> One or both parent(s) filed a federal income tax return for 2022 (IRS form 1040 and applicable schedules).		
<input type="checkbox"/> Neither parent was not employed and neither had income earned from work in 2022.		
<input type="checkbox"/> One or both parents were employed in 2022, and have listed below the names of all employers, the amount earned from each employer in 2022, as well as a copy of applicable 2022 IRS W-2 forms.		
Employer's Name	IRS W-2 or an Equivalent Document Provided?	Annual Amount Earned in 2022
Total Amount of Income Earned from Work		\$

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Tax Return Transcript AND Verification of Non-filing from the IRS

Important Note: The instructions below apply to student and/or spouse. In addition, please notify the financial aid office if the student and/or spouse filed separate IRS income tax returns for 2022 or had a change in marital status after December 31, 2022.

Instructions: If the student and/or spouse filed or will file a 2022 IRS income tax return(s), please note that as part of federal student aid eligibility, students, and spouses (as appropriate), will be required to consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective. In other words, if the student and spouse (as appropriate) filed separate 2022 IRS income tax returns, both must provide consent and approval to share and import income and tax information from the IRS. In most cases, no further documentation is needed to verify 2022 income information that was transferred into the student's FAFSA using income and tax information directly from the IRS.

If 2022 income tax return information for the student (or spouse, if applicable) was not available or could not be used, the student should provide the institution with a 2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return and applicable schedules.

A 2022 IRS Tax Return Transcript may be obtained through:

- **Get Transcript by Mail** – Go to www.irs.gov, click “Get Your Tax Record” and then click “Get Transcript by Mail.” -Make sure to request the “Return Transcript” and NOT the “Account Transcript.” The transcript is generally received within 10 business days from the IRS’s Receipt of the online request.
- **Get Transcript Online** – Go to www.irs.gov, click “Get Your Tax Record” and then click “Get Transcript Online.” -Make sure to request the “Return Transcript” and NOT the “Account Transcript.”
 - To use the Get Transcript Online tool, the user must have (1) Access to a valid email address, (2) a text-enabled mobile phone in the user’s name (pay-as-you-go plans cannot be used), and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS’s two-step authentication.
- **Automated Telephone Request** – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS’s receipt of the telephone request.
- **Paper Request Form** – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS’s receipt of the paper request form.

Signing this form certifies all information reported on both pages is complete and correct. The student and at least one parent must sign and date. **WARNING:** If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

Student Signature

Date

Parent Signature

Date

Submit to:

Mountwest CTC – Financial Aid Office
One Mountwest Way – Suite 101U
Huntington, WV 25701
email: ofa@mctc.edu *

❖ Please see [Instructions](#) for encrypting your information: <http://www.mctc.edu/wp-content/uploads/2017/02/Zip-and-Encrypt-a-File.pdf>