

RIT | Office of Financial Aid and Scholarships

56 Lomb Memorial Drive • Rochester, New York 14623
(585) 475-2186 • RITAid@RIT.edu

2024-2025 Verification Worksheet Form (Independent Student)

Your application was selected for a process called “Verification”. This is to confirm that information reported on the FAFSA is accurate. In addition to submitting this **Family Size Form** you are required to provide income documentation.

All required documentation must be received within 30 days of our request or by the last date of attendance, whichever is earlier. Failure to provide the required verification documentation by the deadline may result in forfeit of your eligibility to receive federal financial aid.

We encourage you to visit www.rit.edu/admissions/aid/policies/verification for all details.

Please complete Sections A-D unless otherwise noted **and** submit requested income documentation.

Student Name: _____ **University ID:** _____

SECTION A: Family Information

List the people in your (student) primary Family. This should be the Family information reported on the FAFSA. Please include:

- Yourself,
- Your spouse (if applicable),
- Your children, even if they do not live with you, if you or your spouse will provide more than half of their support from July 1, 2024 through June 30, 2025, and
- Other people if they now live with you and you provide more than half of their support and. will continue to provide more than half of their support from July 1, 2024 through June 30, 2025.
- Do not include any unborn children in the family size.

Names of Family Members	Age	Relationship (Do Not Report “Other”)
STUDENT	ON FILE	SELF

SECTION B: Student Income Information – please check one box in either section #1 or #2.

1. 2022 Income Tax Filer – make **one** selection:

- I successfully completed the Direct Data Exchange (DDX) process either on the initial FAFSA or when making corrections to the FAFSA. **Go to SECTION C.**
- I did not/could not use the DDX process and will attach a **signed** copy of my 2022 IRS Federal Income Tax Return **and** Schedules 1, 2, and 3 (if filed). **Go to SECTION C.**
- I filed a foreign income tax return and will attach a **signed** copy of my 2022 return. **Go to SECTION C.**

2. 2022 Non-Filer/Not Required to File – make **one** selection:

- I was not employed and had no income earned from work in 2022. **Go to SECTION C.**
- I was employed in 2022. Please list the names of all employers and the amount earned from each employer in 2022. Attach copies of **all** 2022 IRS W-2 forms issued by your employer(s). **Go to SECTION C.**

Employer's Name (Student)	Annual Amount Earned in 2022
	\$
	\$

SECTION C: Spouse's Income Information (if applicable) – please check one box in either section #1 or #2 unless you do not have a spouse, then go to SECTION D.

1. 2022 Income Tax Filer – make **one** selection:

- I successfully completed the Direct Data Exchange (DDX) either on the initial FAFSA or when making corrections to the FAFSA. **Go to SECTION D.**
- I did not/could not use the DDX process and will attach a **signed** copy of my 2022 IRS Federal Income Tax Return and Schedules 1, 2, and 3 (if filed). **Go to SECTION D.**
- I filed a foreign income tax return and will attach a **signed** copy of my 2022 return. **Go to SECTION D.**

2. 2022 Non-Filer/Not Required to File – make **one** selection:

- Your spouse was not employed and had no income earned from work in 2022. **Go to SECTION D.**
- Your spouse was employed in 2022. Please list below the names of all employers and the amount earned from each employer in 2022. Attach copies of **all** 2022 IRS W-2 forms issued by your spouse's employer(s). **Go to SECTION D.**

Employer's Name (Spouse)	Annual Amount Earned in 2022
	\$
	\$

SECTION D: Statement of Certification and Signature

The information provided on this form is true and complete to the best of my knowledge. I agree to provide additional documentation if requested. I further agree to notify your office of any error or omission. I understand that failure to comply with this agreement could result in forfeiture of financial aid.

Student signature (not electronic or digital)

Date

If you have any questions, please do not hesitate to contact us.

Please upload this form and documentation, if applicable to www.rit.edu/aid/upload or mail to our office.

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