

Walla Walla Community College

2024-2025 Independent Verification Worksheet

Complete and return to:
 WWCC – Financial Aid Office
 500 Tausick Way
 Walla Walla, WA 99362

Phone: (509) 527-4301
Fax: (509) 527-1875
Email: financial.aid@wwcc.edu



Your application was selected for review in a process called verification. In this process, the financial aid office will compare information from your FAFSA® with your 2022 IRS tax information. The law gives the college the right to ask you for this information before awarding Federal Aid. If there is a difference between your FAFSA® and IRS tax information, the college will make the correction electronically.

Complete this verification form and submit it to your financial aid administrator as soon as possible. The financial aid office cannot process your application without this information.

If we have reason to believe that any of the information provided is not accurate, we may require you to provide additional documentation to our office.

Federal regulations require WWCC to retain original copies of this verification worksheet and all required documentation.

If you are unable to appear in person at WWCC to submit the required documentation, your notarized paperwork **MUST** be mailed to:

WALLA WALLA COMMUNITY COLLEGE
 ATTN: FINANCIAL AID OFFICE
 500 TAUSICK WAY
 WALLA WALLA, WA 99362

FAXED OR SCANNED/EMAILED FORMS WILL NOT BE ACCEPTED!

A. Independent Student's Information

Student's Last Name	Student's First Name	Student's M.I.	Student's ctclink ID
Student's Phone Number	Student's last 4 of SSN	Student's Date of Birth	

B. Independent Student's Family Size

List below **ALL** of the people in your family. Include:

- Yourself and your spouse if you are married
- Your children if: (A) they live with you, (B) you provide more than half of their support and will continue to through June 30, 2025, or (C) they would be required to provide parental information if they were completing a FAFSA® for 2024–2025.
- Other people if they live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2025.

Full Name	Age	Relationship
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>
		<i>Self</i>

C. Independent Student's Verification of 2022 Income Information

Check the box that applies:

- My income and tax information were imported directly from the IRS when completing the FAFSA® form. *[No additional documentation required.]*
- I am providing income tax information that was unavailable or could not be imported from the IRS:
 - Check here if a **signed copy of 2022 Income Tax Return and schedules** is attached.
 - Check here if a **2022 IRS Tax Return Transcript(s)** received from the IRS is attached.
- I will not file and/or am not required to file a 2022 U.S. Income Tax Return. **[Required: Provide a signed and dated statement certifying that you have not filed and are not required to file, as well as the sources of 2022 income earned from work and the amount of income from each source.]**
 - Check here if you were not employed and had no income earned from work in 2022.
 - Check here if you were employed in 2022. **Please list your employer(s) and all income received in 2022 below. [Required: Provide copies of all 2022 IRS W-2 forms.]**

If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	IRS W-2 Provided?	2022 Amount Earned
<i>Total 2022 Income</i>		

D. Spouse's Verification of 2022 Income Information (if applicable)

Important Note: The instructions below apply to the student's spouse if they **did not** file a joint income tax return for 2022. Students who filed joint returns do not need to provide spouse information separately.

Check the box that applies:

- My spouse's income and tax information were imported directly from the IRS when completing the FAFSA® form. *[No additional documentation required.]*
- Spouse is providing income tax information that was unavailable or could not be imported from the IRS:
 - Check here if a **signed copy of 2022 Income Tax Return and schedules** is attached.
 - Check here if a **2022 IRS Tax Return Transcript(s)** received from the IRS is attached.
- Spouse did not file and/or was not required to file a 2022 U.S. Income Tax Return. **[Required: Provide a signed and dated statement certifying that spouse has not filed and is not required to file, as well as the sources of 2022 income earned from work and the amount of income from each source.]**
 - Check here if spouse was not employed and had no income earned from work in 2022.
 - Check here if spouse was employed in 2022. **Please list employer(s) and all income received in 2022 below. [Required: Provide copies of all 2022 IRS W-2 forms.]**

If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	IRS W-2 Provided?	2022 Amount Earned
<i>Total 2022 Income</i>		

Student's Name: _____

ID: _____

E. Identity and Statement of Educational Purpose – choose one

Identity and Statement of Educational Purpose (To be signed at the institution)

The student must appear in person at **WALLA WALLA COMMUNITY COLLEGE** to verify his or her identity by presenting unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID. In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose provided below.

Identity and Statement of Educational Purpose (To be signed in the presence of a Notary)

The student is unable to appear in person at **WALLA WALLA COMMUNITY COLLEGE** to verify his or her identity, the student must provide to the institution:

- a) 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**
- b) The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the documents notarized.

Statement of Educational Purpose

I certify that I _____ am the individual signing this
(Print Student's Name)

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 **WALLA WALLA COMMUNITY COLLEGE** for 2024-2025.

Student's Signature

Date

Notary's Certificate of Acknowledgement

State of _____ City/County of _____

On _____, before me, _____
(Date) (Notary's name)

personally appeared, _____, and provided to me on basis of
(Printed name of signer)

satisfactory evidence of identification _____ to be the above-named person who
(Type of government-issued photo ID provided)
signed the foregoing instrument.

WITNESS my hand and official seal
(seal)

(Notary signature)

My commission expires on _____
(Date)

(Walla Walla Community College does not reimburse for any fees associated with the notarizing process.)

Student's Name: _____

ID: _____

F. Certification and Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student (and spouse if their information was separately reported on the FAFSA®) must sign and date.

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

Print Student's Name

Student's ID Number

Student's Signature

Date

Spouse's Signature

Date

Internal Use Only

I certify that I, _____, verified and documented the identification of the student who signed the Statement of Educational Purpose.
Name of WWCC Financial Aid Official

The student submitted original notarized documentation.

Identification attached

Signature of WWCC Financial Aid Official

Date