



Your 2022-2023 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law states 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 the financial aid administrator will compare your FAFSA with the information on this worksheet and other required documents. If there are differences, your FAFSA information may need to be corrected and your financial aid would be adjusted accordingly. Be sure to check your IHP email regularly as emails are often sent when additional information is required after review. You must complete and sign this worksheet, attach any required documents and email the forms to financialaid@mghihp.edu. Incomplete forms or forms without all required documents attached WILL NOT BE ACCEPTED. No aid can be disbursed until the verification process is complete.

A: Student Information

Student's Last Name	Student's First Name	Student's M.I.	Student's MGIHP ID #
Student's Home Street Address (include apt. no.)		Student's Date of Birth	
City	State	Zip Code	Student's Email Address
Student's Home Phone Number (include area code)		Student's Alternate or Cell Phone Number	

B: Household Information List below the people in the spouses' household.

Include:

- Yourself (and spouse if applicable).
- Your (and/or your spouses') children if you will provide more than half of their support from July 1, 2022 through June 30, 2023, or if the children would be required to provide your information if they were completing a 2022-2023 FAFSA. Include children who meet either of these standards even if they do not live with you.
- DO NOT INCLUDE persons for whom you (or your spouse) reported child support paid on the FAFSA.
- Other people if they now live with you and you will provide more than half of their support and will continue to provide more than half of their support through June 30, 2023.
- Include the name of the college for any household member who will be enrolled in at least 6 credit hours in a degree, diploma, or certificate program at a Title IV eligible postsecondary educational institution any time between July 1, 2022 and June 30, 2023.

Full Name	Age	Relationship	Will be attending college at least half time in 2022-2023 (Yes or No)	Name of College	Undergraduate or Graduate
		<i>Yourself</i>		<i>MGIHP</i>	

Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.



C: Student' (and spouse if married) income information

TAX RETURN NON-FILERS* - Complete this section if you (and/or your spouse) will not file and were not required to file a 2020 income tax return with the IRS. Check the box that applies:

***Note: You (and/or your spouse) are required to attach a Verification of Non-Filing letter** dated on or after October 1, 2021 This is obtained by going to <https://www.irs.gov/individuals/get-transcript> and clicking on "Get Transcript Online" or mailing the IRS Form 4506-T to the IRS.

- You (and/or your spouse) were not employed and **had no income** from work in 2020.
- You (and/or your spouse) **were employed** in 2020 (but did not file and were not required to file an income tax return) and you have listed below the names of all employers, the amount earned from each employer in 2020 and whether an IRS form is attached. You **must also attach a copy of all 2020 IRS W2 forms issued by employers OR a Wage and Income Transcript ordered from the IRS** by going to <https://www.irs.gov/individuals/get-transcript> and clicking on "Get Transcript Online" or by mailing IRS Form 4506-T to the IRS OR give a valid reason why a W2 is not available. List every employer even if they did not issue an IRS W2 form. If more space is needed, attach a separate page with your name and student ID at the top.

Employer's Name (Only complete this information if you did not complete a 2020 federal tax return)	2020 Amount Earned	IRS W-2 Attached?
Total Amount of Income Earned From Work		\$

D: Tax Return Filers-Complete this section if you (and/or your spouse) filed or will file a 2020 income tax return with the IRS.

Check the box that applies: The best way to verify income is to use the IRS Data Retrieval tool on FAFSA on the Web.

- You (and/or your spouse) **have already used** the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2020 IRS income tax return information into your FAFSA.
- You (and/or your spouse) have not yet used the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to transfer 2020 IRS tax income information into your FAFSA.
- You (and/or your spouse) are **unable or chose not to** use the IRS Data Retrieval Tool in FAFSA on the Web, and will attach a Tax Return Transcript of your 2020 tax record. If you are married and did not file jointly, a Tax Return Transcript is required for both you and your spouse.

To obtain an IRS Tax Return Transcript either (1) go to <https://www.irs.gov/individuals/get-transcript> and click on "Get Transcript by Mail" or "Get Transcript Online", or (2) call 1-800-908-9946. You will need your Social Security Number, date of birth and most recent address on file with the IRS. Request the "IRS Tax Return Transcript" and not the Tax Account Transcript.

- You (and/or your spouse) filed 2020 taxes and **later amended** the taxes and will attach a Tax Return Transcript AND a signed and dated copy of the 1040X. If you are married and did not file jointly, a Tax Return Transcript is required for both AND a signed and dated copy of the 1040X for either or both who amended.



E: Certification and Signatures (student and spouse must sign & date this form)

I certify that all of the information reported on all three pages of this verification worksheet is complete, accurate and correct.

Print Student's Name

Date

Student's MGHIHP ID #

Student's Signature

Date

Spouse's Signature (if applicable)

Date

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

Please email this completed worksheet to: financialaid@mghihp.edu