



ST JOHN'S
College

St. John's College 2024-25 Dependent Student Verification Worksheet

What Is Verification?

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, the government may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, the Financial Aid Office will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete and sign this worksheet, attach any required documents, and submit them to the Financial Aid Office at St. John's College.

Please provide the required information as quickly as possible because your financial aid cannot be finalized until verification has been completed. If you have any questions, please contact us at 410-626-2502 or annapolis.financialaid@sjc.edu for the Annapolis Campus or 505-984-6058 or santafe.financialaid@sjc.edu for the Santa Fe Campus.

What Are the Steps?

1. **If requested**, please include any other requested tax documents such as W-2 forms or tax transcripts. Please note that a tax return (often the 1040) is not a tax transcript. Tax transcripts may be requested here: <https://www.irs.gov/individuals/get-transcript>
2. **Please write student's name on tax return transcript.**
3. Complete and sign this worksheet – you and at least one parent must sign.
4. Review all information sent from the Financial Aid Office and the second page of this worksheet to see if you need to submit other documentation.

A. Student Information

Last Name	First Name	M.I.	Last 4 Digits of Social Security Number	
Address (Include Apt. #)		City	State	Zip Code
Date of Birth	Email Address		Cell Phone Number (Include Area Code)	

B. Dependent Student's Family Information

List **all** the people expected to be in your household between July 1, 2024 & June 30, 2025. Include **yourself, your parents, & your parents' other children** if: (a) your parents will provide more than half of their support from July 1, 2024 through June 30, 2025, (b) the children would be required to provide parental information when applying for Federal Student Aid, even if they don't live with the parents. (c) Include **other people** only if they now live with your parents and receive, and will continue to receive, more than half their support from them between July 1, 2024 and June 30, 2025.

List the college for any household member (other than parent) who will be enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2024, and June 30, 2025.

FULL NAME	AGE	RELATIONSHIP	COLLEGE
		<i>Student</i>	<i>St. John's College</i>
		Parent	N/A

C. Student's Income Information

Check the appropriate boxes below and provide the requested information and documents:

- My IRS tax Data (after my 2022 taxes were completed and processed by the IRS) was transferred to my 2022 income information on the FAFSA and I made no further changes to the information.
- I did not (or could not) transfer my 2022 income information to the FAFSA. I have attached a copy of my **2022 IRS Tax Return Transcript**.
- I was not required to file a 2022 Federal Income Tax Return. Please list below the names of all the student's employers and the amount earned from each employer in 2022. (Enter "No Job" under "Employer Name" if you did not work.) If additional space is needed, attach a separate page with the student's name at the top.

Employer's Name	2022 Amount Earned	IRS W-2 Attached?

D. Parents' Income Information

Check the appropriate boxes below and provide the requested information and documents:

- My IRS tax Data (after my 2022 taxes were completed and processed by the IRS) was transferred to my 2022 income information on the FAFSA and I made no further changes to the information.
- I did not (or could not) transfer my 2022 income information to the FAFSA. I have attached a copy of my **2022 IRS Tax Return Transcript**.
- I was not required to file a 2022 Federal Income Tax Return. Nontax filers and tax filers who received an extension but still have not filed their income tax return must provide confirmation of non-filing dated on or after October 1, 2022. A confirmation of non-filing can be obtained from the IRS using Form 4506-T and checking box 7. All nontax filers are required to provide an IRS Verification of Non-Filing Letter (Form 4506-T) dated on or after October 1, 2022, which can be requested at www.irs.gov. Please also list below the names of all the parents' employers and the amount earned from each employer in 2022. (Enter "No Job" under "Employer Name" if you did not work.) If additional space is needed, attach a separate page with the student's name at the top.

Employer's Name	2022 Amount Earned	IRS W-2 Attached?

E. Certification

Each person signing this worksheet certifies that all of the information reported on it is complete and accurate. Warning: If you purposefully give false or misleading information on this form, you may be fined, sentenced to jail, or both. **Electronic signatures will not be accepted.**

Student Signature: _____

Date: _____

Parent Signature: _____

Date: _____

When all required documents have been gathered, you may submit your information to the appropriate campus location. Watch for two sided documents. Be sure to include both sides when emailing.

Please Submit To:

Annapolis Campus
 Financial Aid Office
 St. John's College
 60 College Avenue
 Annapolis, MD 21401
 Fax: 410-626-2885

Secure forms upload page:
<https://www.sjc.edu/finaid/forms>

Santa Fe Campus
 Financial Aid Office
 St. John's College
 1160 Camino Cruz Blanca
 Santa Fe, NM 87505-4599
 Fax: 505-984-6164

Office Use Only:

Verification Completed By _____ Date _____