

2024-2025 VERIFICATION FORM 1
North Central Michigan College

FORM 1
Dependent (V1/V5)

Your 2024-2025 Free Application for Federal Student Aid (FAFSA) was selected for review by the U.S. Department of Education in a process called Verification. Colleges and universities are then required to verify that the data reported by students and their parent(s) on the FAFSA is accurate. Participation in the Verification process is **NOT** optional if you wish to receive federal student aid, including federal student loans. Please visit our **Verification for Financial Aid** webpage under **Paying for College** to obtain additional verification information.

2024-2025 Dependent Verification Form 1 Instructions
Failure to submit ALL documents may result in processing delays or loss of Federal Financial Aid

Complete Verification Form 1 along with **HAND WRITTEN SIGNATURES**, electronic signatures are not accepted.

A. Student Information

Last Name	First Name	M.I.	Last 4 of SSN OR NCMC Student ID#
Address (Include Apt. No.)			Date of Birth
City	State	Zip Code	Phone Number (Include Area Code)

B. Family Information

Carefully read the following instructions, and in the table below, report information for:

- Yourself (full name and age)
- Your parents, including step-parents, even if you do not live with your parents. (Please provide the parent information for the parent you used on the FAFSA).
- Your parent(s)' other dependent children if;
 - your parent(s) will provide more than half of their support from July 1, 2024 through June 30, 2025 or if;
 - the other children would be required to provide parental information if they were completing a FAFSA for 2024–25.
 - Include children who meet either of these standards even if the children do not live with the parents.
- Other people only if they now live with your parent(s) and your parent(s) will provide more than half of their support from July 1, 2024 through June 30, 2025.

Full Name	Age	Relationship
		SELF

IRS DATA RETRIEVAL TOOL (DRT) – BEST OPTION	2022 Federal Tax Return
<ol style="list-style-type: none"> 1. Sign into https://www.fafsa.ed.gov 2. Select 'Make A Correction' 3. Select Parent Finances Tab 4. Select 'Link to IRS' and complete steps with IRS (On IRS Website make sure to check the box to the left of the 'Transfer my Tax Information into the FAFSA' AND click the box that says, 'Transfer Now'). 5. Data will show as 'Transferred from the IRS' on your FAFSA 6. Select Student Finances Tab (If student is required to provide tax transcript) and repeat steps 4 and 5 for student. 7. Resubmit FAFSA 	<ul style="list-style-type: none"> • SIGNED copy of your 2022 Federal Tax Return (Form 1040). • IMPORTANT: If your parents 2022 Federal Tax Return includes Schedule 1, 2, and/or 3, you MUST submit these along with the 2022 Federal Tax Return <p>For Non-Filers:</p> <ul style="list-style-type: none"> • Contact the IRS to obtain a 2022 IRS Letter of Non-Filing at https://www.irs.gov/pub/irs-pdf/f4506t.pdf • Fill out the form and select box 7 • Fax to 1-855-800-8015

Last Name First Name M.I. Last 4 SSN OR NCMC ID #

C. Student AND Parent Income Verification		
STUDENT	PARENT	Must check ONE for the Student and ONE for the Parent.
<input type="checkbox"/>	<input type="checkbox"/>	A. I have attached my signed 2022 tax return (Form 1040) along with schedules 1, 2, and/or 3 that were filed. If no schedules were filed just Form 1040 needs to be submitted.
<input type="checkbox"/>	<input type="checkbox"/>	B. I have successfully linked the IRS DRT to FAFSA (Directions on how to link your information is listed above).
<input type="checkbox"/>	<input type="checkbox"/>	C. I was employed in 2022 but am not required to file a 2022 income tax return with the IRS. MUST attach all W-2's. If the Parent checks this box the Parent must order 2022 letter of non-filing from the IRS (see directions at top of page) to verify non-filing as well as attach all W-2's.
<input type="checkbox"/>	<input type="checkbox"/>	D. I was not employed and had no income earned from work in 2022. If the Parent checks this box the Parent must order 2022 letter of non-filing from the IRS (See directions above).

*If parents are 'married and filed separately' or 'not married and living together' or the parent you are using for FAFSA is remarried a tax return for each parent/step-parent in the household must be provided.

D. Signature and Certification – HAND WRITTEN SIGNATURES ONLY
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Each person signing this form certifies that all the information reported is complete and correct. The student and one parent **must** sign. (Electronic Signatures Not Accepted)

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

Submit to:

Mail: North Central Michigan College Financial Aid Office 1515 Howard Street Petoskey, MI 49770

Fax: 231-439-6595

Electronic Upload: www.ncmich.edu > Admissions > Financial Aid & Paying for College > Financial Aid > Verification for Financial Aid > Question #5

Email: New regulations from the U.S. Department of Education state that emailing documents is not a secure method of delivery. All emailed documents must be encrypted for security and any emailed documents received by Financial Aid not encrypted are sent at the student's risk.