

Benedictine College – Financial Aid

2025–2026 Dependent Verification Worksheet - V5

Your 2025–2026 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 and your parent(s) reported on your FAFSA. To verify the information you provided, please complete the questions below, include parent(s) and student signature, and mail or fax the form with any required documents to the Financial Aid Office. **Please turn in all documents requested ASAP to avoid delays in processing your Financial Aid.** If you have questions regarding verification, contact us at 913-360-7484 or finaid@benedictine.edu.

Student's Information

Student's Last Name First Name M.I.

Student's Last 4 of SSN

Student's Street Address (include apt. no.)

Student's Benedictine School ID#

City State Zip Code

Student's Phone Number

Family Size: Includes the Following:

- The student.
- The student's parents, exclude a parent who has died or is not living in the household because of separation or divorce. Include a parent who is on active duty in the US Armed Forces apart from the family.
- The student's siblings if the following are true:
 - a) They live with the student's parents (or live apart because of college enrollment)
 - b) They receive more than half of their support from the student's parents, and
 - c) They will continue to receive more than half of their support from the student's parents during the award year of July 1, 2025, thru June 30, 2026.
- Other persons if the following are true:
 - a) They live with the student's parents.
 - b) They receive more than half of their support from the student's parents, and
 - c) They will continue to receive more than half of their support from the student's parents during the award year of July 1, 2025, thru June 30, 2026.

Full Name	Age	Relationship
		Self
		Contributor 1
		Contributor 2

Note: If you need more space, attach a separate page.

Benedictine College – Financial Aid

Student Tax Filer Information: Complete this section if the student **filed or will file** a 2023 IRS income tax return.

As part of the federal student aid eligibility, students will be required to give consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective.

If **2023** income tax return for the student was not available or could not be used the student will provide a **2023 IRS Tax Return Transcript(s) or a SIGNED copy of the 2023 income tax return and applicable schedules 1-3 if filed** to the Financial Aid Office. A 2023 IRS Tax Return Transcript may be obtained by logging into www.irs.gov/transcript to request the Return Transcript.

☐ I have included copies of the above 2023 tax return information requested for this verification with this form.

Student Non-Tax Filer Information : Complete this section if the student **will not file and are not required** to file a 2023 tax return with the IRS. Check the box that applies below:

- ☐ The student was not employed, and had no income earned from work in 2023.
- ☐ The student was employed in 2023 and has listed below the names of all employers, the amount earned from each employer in 2023, and whether an IRS W-2 form, or an equivalent document is provided.
- ☐ Provide a signed and dated statement certifying that the individual has not filed and is not required to file a 2023 income tax return, as well as the sources of 2023 income earned from work and the amount of income from each source.

Employer Name	W-2 or Equivalent Document provided ?	Annual Amount Earned in 2023
Suzy's Auto Body Shop (example)	Yes	\$4500
Total Amount of Income Earned From Work		\$

Parent/ Contributor Tax Filer Information: Complete this section if the parent/contributor **filed or will file** a 2023 IRS income tax return.

As part of the federal student aid eligibility, parents/contributors will be required to give consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective. If the parent/contributor filed separate 2023 IRS income tax returns, both must provide consent and approval to share and import income and tax information from the IRS. The instructions and certifications below apply to each parent included in the household.

If **2023** income tax return for the parent/contributor was not available or could not be used the parent/contributor will provide a **2023 IRS Tax Return Transcript(s) or a SIGNED copy of the 2023 income tax return and applicable schedules 1-3 if filed** to the Financial Aid Office. A 2023 IRS Tax Return Transcript may be obtained by logging into www.irs.gov/transcript to request the Return Transcript.

☐ I/we have included copies of the above 2023 tax return information requested for this verification with this form.

Benedictine College – Financial Aid

Parent/ Contributor Non-Tax Filer Information : Complete this section if the parent/contributor **will not file and are not required** to file a 2023 tax return with the IRS. Check the box that applies below:

- ☐ Neither parent/contributor was employed, and neither had income earned from work in 2023.
- ☐ One or both parent/contributors were employed in 2023 and have listed below the names of all employers, the amount earned from each employer in 2023, and whether an IRS W-2 form, or an equivalent document is provided.
- ☐ Provide a signed and dated statement certifying that the individual has not filed and is not required to file a 2023 income tax return, as well as the sources of 2023 income earned from work and the amount of income from each source.

Employer Name	W-2 or Equivalent Document provided ?	Annual Amount Earned in 2023
Suzy's Auto Body Shop (example)	Yes	\$4500
Total Amount of Income Earned From Work		\$

Individuals Who Filed an Amended IRS Income Tax Return must provide the following:

- A signed copy of the 2023 IRS Form 1040X Amended Income Tax Return that was filed with the IRS or documentation from the IRS that include the changes made by the IRS
- A 2023 IRS Tax Return Transcript or a signed form of the IRS 1040 tax return with the applicable schedules that were filed with the IRS.

Identity and Statement of Educational Purpose (To Be Signed in the Presence of a Notary)

If the student is unable to appear in person at _____
(Name of Postsecondary Educational Institution)
to verify his or her identity, **the student must provide to Benedictine College all items below:**

- (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**, which is provided below, 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 document 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.

_____ for 2025–2026.
(Name of Postsecondary Educational Institution)

(Student's Signature)

(Date)

(Student ID Number)

Benedictine College – Financial Aid

Notary's Certificate of Acknowledgement

State of _____

City/County of _____

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

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

on basis of satisfactory evidence of identification _____
(Type of unexpired government-issued photo ID provided)

to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal.

(seal)

(Notary signature)

My commission expires on _____
(Date)

Certifications and Signatures

Each person signing below certifies that all the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date. **Warning: If you purposely give false or misleading information on this worksheet, you may be fined and/or sentenced to jail.**

Print Student's Name

Student ID Number

Student's Signature

Date

Parent's Signature

Date

Completed form along with copy of ID witnessed by notary must be mailed to: Benedictine College Financial Aid Office 1020 N 2nd Street Atchison, KS 66002

Electronic or faxed copies will not be accepted.